

ORDINANCE NO. 54

AN ORDINANCE PROVIDING FOR SHORELAND MANAGEMENT REGULATIONS

The following is the official summary of the Ordinance No. 54 approved by the City Council of Underwood on April 7, 1997.

The City of Underwood ordains:

The uncontrolled use of shorelands of Underwood, Minnesota affects the public health, safety and general welfare not only by contributing to pollution of public waters, but also by impairing the local tax base. Therefore, it is in the best interests of the public health, safety and welfare to provide for the wise subdivision, use and development of shorelands of public waters. The Legislature of Minnesota has delegated responsibility to local governments of the state to relate the subdivision, use and development of the shorelands of public waters and thus preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and provide for the wise use of waters and related land resources. This responsibility is hereby recognized by the City of Underwood.

A printed copy of the ordinance is available for inspection by any person at the office of the City Clerk.

Dated April 7, 1997.

Ayes: Bernie Gamber, eye
Chester Joahanson, aye
Lee Bakken, Aye
Marilyn Olson, Aye
Ruby Henderson, Aye

Nayes: None

Attest:

Katy Johansen_____

Approved:

Bernard Gamber_____

Published in the Battle lake Review, May 14, 1997.

9.215 SHORELAND MANAGEMENT REGULATIONS

Subsection 1.0 Statutory Authorization and Policy

- 1.1 **STATUTORY AUTHORIZATION.** This shoreland ordinance is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 195, Minnesota Regulations, Parts 6120.2500 – 6120.3900, and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.
- 1.2 **POLICY.** The uncontrolled use of shorelands of Underwood, Minnesota affects the public health, safety and general welfare not only by contributing to pollution of public waters, but also by impairing the local tax base. Therefore, it is in the best interests of the public health, safety and welfare to provide for the wise subdivision, use and development of shorelands of public waters. The legislature of Minnesota has delegated responsibility to local governments of the state to relate the subdivision, use and development of the shorelands of public waters and thus preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and provide for the wise use of waters and related land resources. This responsibility is hereby recognized by the City of Underwood.

Subsection 2.0 General Provisions and Definitions

- 2.1 **JURISDICTION.** The provision of this ordinance shall apply to the shorelands of the public water bodies as classified in subsection 4 of this section. Pursuant to Minnesota Regulations, Parts 6120.2500 – 6120.3900, no lake, pond or flowage less than 10 acres in size in municipalities or 25 acres in unincorporated areas need be regulated in a local government's shoreland regulations. A body of water created by a private user where there was no previous shoreland may, at the discretion of the governing body, be exempt from this ordinance.
- 2.2 **COMPLIANCE.** The use of any shoreland of public waters; the size and shape of lots; the use, size, type and location of structures on lots; the installation and maintenance of water supply and waste treatment systems, the grading and filling of any shoreland area; the cutting of shoreland vegetation; and the subdivision of land shall be in full compliance with the terms of this ordinance and other applicable regulations.
- 2.3 **ENFORCEMENT.** The City Clerk is responsible for the administration and enforcement of this ordinance. Any violation of the provision of this ordinance or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with grants and variances or conditional uses) shall constitute a misdemeanor and shall be punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity pursuant to subsection 3.1 of this section.
- 2.4 **INTERPRETATION.** In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be

liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by State Statutes.

- 2.5 **SEVERABILITY.** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.
- 2.6 **ABROGATION AND GREATER RESTRICTIONS.** It is not intended by this ordinance to repeal, abrogate or impair any existing easements, covenants, or deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only.
- 2.7 **DEFINITIONS.** Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this ordinance its most reasonable application. For the purpose of this ordinance, the words “must” and “shall” are mandatory and not permissive. All distances, unless otherwise specified, shall be measured horizontally.

2.711 **Accessory structure or facility.** “Accessory structure” or “facility” means any building or improvement subordinate to a principal use which, because of the nature of its use, can reasonably be located at or greater than normal structure setbacks.

2.712 **Bluff.** “Bluff” means a topographic feature such as a hill, cliff, or embankment having the following characteristics (an area with an average slope of less than 18 percent over a distance of 50 feet or more shall not be considered part of the bluff):

1. Part or all of the feature is located in a shoreland area;
2. The slope rises at least 25 feet above the ordinary high water level of the waterbody;
3. The grade of the slope from the toe of the bluff to a point 25 feet or more above the ordinary high water level averages 30 percent or greater; and
4. The slope must drain toward the waterbody.

2.713 **Bluff Impact Zone.** “Bluff impact zone” means a bluff and land located within 20 feet from the top of a bluff.

2.714 **Boathouse.** “Boathouse” means a structure designed and used solely for the storage of boats or boating equipment.

2.715 **Building Line.** “Building line” means a line parallel to a lot line or the ordinary high water level at the required setback beyond which a structure may not extend.

2.716 **Commercial Planned Unit Developments.** “Commercial planned unit developments” are typically uses that provide transient, short-term lodging spaces, rooms or parcels, and their operations are essentially service-oriented. For example,

- hotel/motel accommodations, resorts, recreational vehicle and camping parks, and other primarily service-oriented activities are commercial planned unit developments.
- 2.717 **Commercial Use.** “Commercial use” means the principal use of land or buildings for the sale, lease, rental, or trade of products, goods and services.
- 2.718 **Commissioner.** “Commissioner” means the commissioner of the Department of Natural Resources.
- 2.719 **Conditional or Special Use.** “Conditional” or “Special” use means a land use or development as defined by ordinance that would not be appropriate generally but may be allowed with appropriate restrictions as provided by official controls upon a finding that certain conditions as detailed in the zoning ordinance exist, the use or development conforms to the comprehensive land use plan of the community, and the use is compatible with the existing neighborhood.
- 2.720 **Deck.** “Deck” means a horizontal, unenclosed platform with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site and at any point extending more than three feet above ground.
- 2.721 **Duplex, Triplex and Quad.** “Duplex”, “Triplex” and “Quad” means a dwelling structure on a single lot, having two, three, and four units, respectively, being attached by common walls and each unit equipped with separate sleeping, cooking, eating, living, and sanitation facilities.
- 2.722 **Dwelling Site.** “Dwelling site” means a designated location for residential use by one or more persons using temporary or movable shelter, including camping and recreational vehicle sites.
- 2.723 **Dwelling Unit.** “Dwelling Unit” means any structure or portion of a structure, or other shelter designed as short or long term living quarters for one or more persons, including rental or timeshare accommodations such as motel, hotel, and resort rooms and cabins.
- 2.724 **Guest Cottage.** “Guest cottage” means a structure used as a dwelling unit that may contain sleeping spaces and kitchen and bathroom facilities in addition to those provided in the primary dwelling unit on a lot.
- 2.725 **Hardship.** “Hardship” means the same as that term is defined in Minnesota Statutes, Chapter 462.
- 2.726 **Height of Building.** “Height of building” means the vertical distance between the highest adjoining ground level at the building or ten feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height of the highest gable of a pitched or hipped roof.
- 2.727 **Industrial Use.** “Industrial Use” mean the use of land or buildings for the production, manufacture, warehousing, storage,

- or transfer of goods, products, commodities, or other wholesale items.
- 2.728 **Intensive Vegetation Clearing.** “Intensive vegetation clearing” means the complete removal of trees or shrubs in a contiguous patch, strip, row, or block.
- 2.729 **Lot.** “Lot” means a parcel of land designated by plat, metes and bounds, registered land survey, auditors plot, or other accepted means and separated from other parcels or portions by said description for the purpose of sale, lease or separation.
- 2.730 **Lot Width.** “Lot width” means the shortest distance between lot lines measured at the midpoint of the building line.
- 2.731 **Nonconformity.** “Nonconformity” means any legal use, structure or parcel of land already in existence, recorded, or authorized before the adoption of official controls or amendments thereto that would not have been permitted to become established under the terms of the official controls as now written, if the official controls had been in effect prior to the date it was established, recorded or authorized.
- 2.732 **Ordinary High Water Level.** “ordinary high water level” means the boundary of public waters and wetlands, and shall be an elevation delineating the highest water level which has been maintained for a sufficient period of time to leave evidence upon the landscape, commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial. For watercourses, the ordinary high water level is the elevation of the top of the bank for the channel. For reservoirs and flowages, the ordinary high water level is the operating elevation of the normal summer pool.
- 2.733 **Planned Unit Development.** “Planned unit development” means a type of development characterized by a unified site designed for a number of dwelling units or dwelling sites on a parcel, whether for sale, rent, or lease, and also usually involving clustering of these units or sites to provide areas of common open space, density increases, and a mix of structure types and land uses. These developments may be organized and operated as condominiums, timeshare condominiums, cooperatives, full fee ownership, commercial enterprises, or any combination of these, or cluster subdivisions of dwelling units, residential condominiums, townhouses, apartment buildings, campgrounds, recreational vehicle parks, resorts, hotels, motels and conversions of structures and land uses to these uses.
- 2.734 **Public Waters.** “Public waters” as defined in Minnesota Statutes, Section 105.37, Subdivisions 14 and 15.
- 2.735 **Residential Planned Unit Development.** “Residential planned unit development” means a use where the nature of residency is nontransient and the major or primary focus of the development is

not service-oriented. For example, residential apartments, manufactured home parks, time-share condominiums, townhouses, cooperatives, and full fee ownership residences would be considered as residential planned unit developments. To qualify as a residential planned unit development, a development must contain at least five dwelling units or sites.

- 2.736 **Semipublic Use.** “Semipublic use” means the use of land by a private, nonprofit organization to provide a public service that is ordinarily open to some persons outside the regular constituency of the organization.
- 2.737 **Sensitive Resource Management.** “Sensitive resource management” means the preservation and management of areas unsuitable for development in their natural state due to constraints such as shallow soils over groundwater or bedrock, highly erosive or expansive soils, steep slopes, susceptibility to flooding, or occurrence of flora or fauna in need of special protection.
- 2.738 **Setback.** “Setback” means the minimum horizontal distance between a structure, sewage treatment system, or other facility and an ordinary high water level, sewage treatment system, top of a bluff, road, highway, property line or other facility.
- 2.739 **Sewage Treatment System.** “Sewage treatment system” means a septic tank and soil absorption system or other individual or cluster type sewage treatment system as described and regulated in section 5.8 of this section.
- 2.740 **Sewer System.** “Sewer system” means pipelines or conduits, pumping stations, and force main, and all other construction, devices, appliances, or appurtenances used for conducting sewage or industrial waste or other wastes to a point of ultimate disposal.
- 2.741 **Shore Impact Zone.** “Shore impact zone” means land located between the ordinary high water level of a public water and a line parallel to it at a setback of 50% of the structure setback.
- 2.742 **Shoreland.** “Shoreland” means land located within the following distances from public waters: 1,000 feet from the ordinary high water level of a lake, pond or flowage; and 300 feet from a river or stream, or the landward extent of a floodplain designated by ordinance on a river or stream, whichever is greater. The limits of shorelands may be reduced whenever the waters involved are bounded by topographic divides which extend landward from the waters for lesser distances and when approved by the commissioner.
- 2.743 **Shoreline Area.** “Shoreline area” means all property within the city which is within 60 feet of the ordinary high water level of Bass Lake and that portion, if any, of property abutting the shoreline on the lake side, and that portion of the public waters of Bass Lake in which an abutting owner may build docks, piers and boat lifts.

- 2.744 **Significant Historic Site.** “Significant historic site” means any archaeological site, standing structure, or other property that meets the criteria for eligibility of the National Register of Historic Places or is listed in the State Register of Historic Sites, or is determined to be an unplatted cemetery that falls under the provisions of Minnesota Statutes, Section 307.08. A historic site meets these criteria if it is presently listed on either register or if it is determined to meet the qualifications for listing after review by the Minnesota State archaeologist or the director of the Minnesota Historical Society. All unplatted cemeteries are automatically considered to be significant historic sites.
- 2.745 **Steep Slope.** “Steep slope” means land where agricultural activity or development is either not recommended or described as poorly suited due to slope steepness and the site’s soil characteristics, as mapped and described in available county soil surveys or other technical reports, unless appropriate design and construction techniques and farming practices are used in accordance with the provisions of this ordinance. Where specific information is not available, steep slopes are lands having average slopes over 12 percent, as measured over horizontal distances of 50 feet or more, that are not bluffs.
- 2.746 **Structure.** “Structure” means any building or appurtenance, including decks, except aerial or underground utility lines, such as sewer, electric, telephone, telegraph, gas lines, towers, poles, and other supporting facilities.
- 2.747 **Subdivision.** “Subdivision” means land that is divided for the purpose of sale, rent, or lease, including planned unit developments.
- 2.748 **Surface Water-Oriented Commercial Use.** “Surface water-oriented commercial use” means the use of land for commercial purposes, where access to and use of a surface water feature is an integral part of the normal conductance of business. Marinas, resorts, and restaurants with transient docking facilities are examples of such use.
- 2.749 **Toe of the Bluff.** “Toe of the bluff” means the lower point of a 50-foot segment with an average slope exceeding 18 percent.
- 2.750 **Top of the Bluff.** “Top of the bluff” means the higher point of a 50-foot segment with an average slope exceeding 18 percent.
- 2.751 **Variance.** “Variance” means the same as that term is defined or described in Minnesota Statutes, Chapter 462.
- 2.752 **Water-Oriented Accessory Structure or Facility.** “Water-oriented accessory structure or facility” means a small, above ground building or other improvement, except stairways, fences, docks, and retaining walls, which, because of the relationship of its use to a surface water feature, reasonably needs to be located closer to public waters than the normal structure setback.

Examples of such structures and facilities include boathouses, gazebos, screen houses, fish houses, pump houses, satellite dishes, and detached decks.

- 2.753 **Wetland.** “Wetland” means a surface water feature classified as a wetland in the United States Fish and Wildlife Service Circular No. 39 (1971 edition).

SUBSECTION 3.0 ADMINISTRATION

3.1 Permits Required

- 3.11 A permit is required for the construction of buildings or building additions (and including such related activities as construction of decks and signs), the installation and/or alteration of sewage treatment systems, and those grading and filling activities not exempted by subsection 5.3 of this section. Application shall include the necessary information so that the city clerk can determine the site’s suitability for the intended use and that a compliant sewage treatment systems is/or will be provided.
- 3.12 A permit authorizing an addition to an existing structure shall stipulate that an identified nonconforming sewage treatment system, as defined by subsection 5.8 of this section shall be reconstructed or replaced in accordance with the provisions of this section.

3.2 Certificates of Zoning Compliance

The city clerk shall issue a certificate of zoning compliance for each activity requiring a permit as specified in subsection 3.1 of this section. This certificate will specify that the use of land conforms to the requirements of this ordinance. Any use, arrangement, or construction at variance with that authorized by permit shall be deemed a violation of this ordinance and shall be punishable as provided in subsection 2.3 of this section.

3.3 Variances

- 3.31 Variances may only be granted in accordance with Minnesota Statutes, Chapter 462 as applicable. A variance may not circumvent the general purposes and intent of this chapter. No variance may be granted that would allow any use that is prohibited in the zoning district in which the subject property is located. Conditions may be imposed in the granting of a variance to ensure compliance and to protect adjacent properties and the public interest. In considering a variance request, the board of zoning adjustment must also consider whether the property owner has reasonable use of the land without the variance, whether the

- property is sued seasonally or year-round, whether the variance is being requested solely on the basis of economic considerations, and the characteristics of development on adjacent properties.
- 3.32 The board of zoning adjustment shall hear and decide requests for variances in accordance with the rules that it has adopted for the conduct of business. When a variance is approved after the Department of Natural Resources has formally recommended denial in the hearing record, the notification of the approved variance required in subsection 3.42 below shall also include the board of zoning adjustment's summary of the public record/testimony and findings of fact and conclusions which supported the issuance of the variance.
- 3.33 For existing developments, the application for variance must clearly demonstrate whether a conforming sewage treatment system is present for the intended use of the property. The variance, if issued, must require reconstruction of a nonconforming sewage treatment system.

3.4 Notifications to the Department of Natural Resources

- 3.41 Copies of all notices of any public hearings to consider variances, amendments, or conditional uses under local shoreland management controls must be sent to the commissioner or the commissioner's designated representative and postmarked at least ten days before the hearings. Notices of hearings to consider proposed subdivisions/plats must include copies of the subdivision/plat.
- 3.42 A copy of approved amendments and subdivision/plats, and final decisions granting variances or conditional uses under local shoreland management controls must be sent to the commissioner or the commissioner's designated representative and postmarked within ten days of final action.

SUBSECTION 4.0 SHORELAND CLASSIFICATION SYSTEM AND LAND USE DISTRICTS

4.1 Shoreland Classification Systems

The public waters of Underwood have been classified below, consistent with the criteria found in Minnesota Regulations, Part 6120.3300, and the protected waters inventory map for Otter Tail County, Minnesota.

- 4.11 The shoreland area for the water bodies listed in Subsection 4.12 below shall be defined in Subpart 2.742 and as shown on the Official Zoning Map.

4.12 Lakes

A. Natural Environment Lakes (unnamed) None	Protected Waters Inventory I.D. #
B. General Development lakes Bass Lake	Protected Waters 56-570 G.D.

4.2 Land Use District Descriptions

4.21 **Criteria for Designation.** The land use districts in subsection 4.22 below, and the delineation of a land use district's boundaries on the Official Zoning Map, must be consistent with the goals, policies, and objectives of the comprehensive land use plan (when available) and the following criteria, considerations, and objectives:

A. General Considerations and Criteria for All Land Uses:

1. Preservation of natural areas;
2. present ownership & development of shoreland areas;
3. shoreland soil types and their engineering capabilities;
4. topographic characteristics;
5. vegetative cover;
6. in-water physical characteristics, values, & constraints;
7. recreational use of the surface water;
8. road and service center accessibility;
9. socioeconomic development needs and plans as they involve water and related land resources;
10. the land requirements of industry which, by its nature, requires location in shoreland areas; and
11. the necessity to preserve and restore certain areas having significant historical or ecological value.

B. Factors and Criteria for Planned Unit Developments:

1. Existing recreational use of the surface waters and likely increases in use associated with planned unit developments;
2. physical and aesthetic impacts of increased density;
3. suitability of lands for the planned unit development approach;
4. level of current development in the area; and
5. amounts and types of ownership of undeveloped lands.

- 4.22 **Land Use District Descriptions.** The land use districts provided below, and the allowable land uses therein for the given classifications of water bodies, shall be properly delineated on the Official Zoning Map for the shorelands of this community. These lands use districts are in conformance with the criteria specified in Minnesota Regulation, Part 6120.3200, Subpart 3;

Table of land Use Districts for Lakes

	General Development Lakes	Natural Environment Lakes
A. Residential District – Uses		N.A.
Single Residential	P	
Duplex, triplex, quad residential	P	
Residential planned unit development	C	
Parks and historic sites	C	
Public, semipublic	C	
Commercial planned unit development	C	
Surface water-oriented commercial*	C	
Agricultural: cropland	P	
Commercial	C	
Industrial	C	
B. Commercial District – Uses		
Single residential	C	
Duplex, triplex, quad residential	C	
Residential planned unit development	C	
Parks and historic sites	C	
Public, semipublic	C	
Commercial planned unit development	C	
Surface Water-oriented commercial	C	
Agricultural: cropland	P	
Commercial	P	
Industrial	C	
C. Shoreline area (S2) – uses		
Parks and historic sites	P	
As permitted in Subsection 5.9	P	

P = Permitted use

C = Conditional use

N = Not permitted

* = As accessory to a residential planned unit development

4.23 Use and Upgrading of Inconsistent Lane Use District.

- A. The land use districts adopted in the City Code, Chapter 9, as they apply to shoreland areas, and their delineated boundaries on the Official Zoning Map, may not be consistent with the land use district designation criteria specified in Subsection 4.22 above. These inconsistent land use district designations may continue until revisions are proposed to change either the land use district designation within an existing land use district boundary shown on the Official Zoning Map or to modify the boundary of an existing land use district shown on the Official Zoning Map.
- B. When a revision is proposed to an inconsistent land use district provision, the following additional criteria and procedures shall apply for lakes; When a revision to a land use district designation on a lake is considered, the land use district boundaries and use provisions therein for all the shoreland areas within the jurisdiction of this ordinance on said lake must be revised to make them substantially compatible with the framework in Subsection 4.21 and 4.22 of this Section.
- C. When an interpretation question arises about whether a specific land use fits within a given “use” category, the interpretation shall be made by the Board of Zoning Adjustment. When a question arises as to whether a land use district’s boundaries are properly delineated on the Official Zoning Map, this decision shall be made by the city council.
- D. When a revision is proposed to an inconsistent land use district provision by an individual party or landowner, this individual party or landowner will only be responsible to provide the supporting and/or substantiating information for the specific parcel in question. The city council will direct the city clerk to provide such additional information for this water body as is necessary to satisfy Items A and B.
- E. The city council must make a detailed finding of fact and conclusion when taking final action that this revision, and the upgrading of any inconsistent land use district designations on said water body, are consistent with the enumerated criteria and use provisions of Subsection 4.2

SUBSECTION 5.0 ZONING AND WATER SUPPLY/SANITARY PROVISIONS

5.1 Lot Area and Width Standards

The lot area (in square feet) and lot width standards (in feet) for single, duplex, triplex and quad residential lots created after the date of enactment of this ordinance for the lake classifications are the following:

5.11 Unsewered Lakes

General Development:

	Riparian Lots		Nonriparian Lots	
	<u>Area</u>	<u>Width</u>	<u>Area</u>	<u>Width</u>
Single	20,000	100	40,000	150
Duplex	40,000	180	80,000	265
Triplex	60,000	260	120,000	375
Quad	80,000	340	160,000	490

5.12 Sewered Lakes

General Development

	Riparian Lots		Nonriparian Lots	
	<u>Area</u>	<u>Width</u>	<u>Area</u>	<u>Width</u>
Single	15,000	75	10,000	75
Duplex	26,000	135	17,500	135
Triplex	38,000	195	25,000	190
Quad	49,000	255	32,500	245

5.13 Additional Special Provisions

- A. Residential subdivisions with dwelling unit densities exceeding those in the tables in Subsection 5.12 can only be allowed if designed and approved as residential planned unit developments under Subsection 8.0 of this Section. Only land above the ordinary high water level of public waters can be used to meet lot area standards, and lot width standards must be met at both the ordinary high water level and at the building line. The sewer lot area dimensions in Subsection 5.12 above can only be used if publically owned sewer system service is available to the property.
- B. Subdivisions of duplexes, triplexes, and quads on Natural Environment Lakes must also meet the following standards:
 1. Each building must be set back at least 200 feet from the ordinary high water level;
 2. Each building must have common sewage treatment and water systems in one location and serve all dwelling units in the building;
 3. Watercraft docking facilities for each lot must be centralized in one location and serve all dwelling units in the building; and
 4. No more than 25 percent of a lake's shoreline can be in duplex, triplex, or quad developments.

- C. One guest cottage may be allowed on lots meeting or exceeding the duplex lot area and width dimensions presented in Subsections 5.11 – 5.12 above provided the following standards are met:
1. For lots exceeding the minimum lot dimensions of duplex lots, the guest cottage must be located within the smallest duplex-sized lot that could be created including the principal dwelling unit;
 2. A guest cottage must not cover more than 700 square feet of land surface and must not exceed 15 feet in height; and
 3. A guest cottage must be located or designed to reduce its visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer leaf-on conditions.
- D. Lots intended as controlled accesses to public waters or as recreation areas for use by owners of nonriparian lots within subdivisions are permissible and must meet or exceed the following standards:
1. They must meet the width and size requirements for residential lots, and be suitable for the intended uses of controlled access lots.
 2. If docking, mooring, or over-water storage of more than six (6) watercraft is to be allowed at a controlled access lot, then the width of the lot (keeping the same lot depth) must be increased by the percent of the requirements for riparian residential lots for each watercraft beyond six, consistent with the following table:

Controlled Access Lot Frontage Requirements

Ration of the lake size to shore length (acres/mile)	Required increase in frontage (percent)
Less than 100	25
100 – 200	20
201 – 300	15
301 – 400	10
Greater than 400	5

3. They must be jointly owned by all purchasers of lots in the subdivision or by all purchasers of nonriparian lots in the subdivision who are provided riparian access rights on the access lot; and
4. Covenants or other equally effective legal instruments must be developed that specify which lot owners have authority to use the access lot and what activities are allowed. The activities may include watercraft launching, loading, storage, beaching, mooring, or docking. They must also include other outdoor recreational activities that do not significantly conflict with general public use of the public water or the enjoyment of normal property

rights by adjacent property owners. Examples of the nonsignificant conflict activities include swimming, sunbathing, or picnicking. The covenants must limit the total number of vehicles allowed to be parked and the total number of watercraft allowed to be continuously moored, docked, or stored over water, and must require centralization of all common facilities and activities in the most suitable locations on the lot to minimize topographic and vegetation alterations. They must also require all parking areas, storage buildings, and other facilities to be screened by vegetation or topography as much as practical from view from the public water, assuming summer, leaf-on conditions.

5.2 Placement, Design, and Height of Structures.

- 5.21 **Placement of Structures on Lots.** When more than one setback applies to a site, structures and facilities must be located to meet all setbacks. Where structures exist on the adjoining lots on both sides of a proposed building site, structure setbacks may be altered without a variance to conform to the adjoining setbacks from the ordinary high water level, provided the proposed building site is not located in a shore impact zone or in a bluff impact zone. Structures shall be located as follows:

Classes of Public Waters	<u>Setbacks*</u>		
	Structures Unsewered	Sewered	Sewage Treatment System
General Development	75	60	50

*One water-oriented accessory structure designated in accordance with Subsection 5.22 of this Section may be set back a minimum distance of ten (10) feet from the ordinary high water level.

- D. **Additional Structure Setbacks.** The following additional structure setbacks apply, regardless of the classification of the water body:

Setback From:	Setback (in feet)
1. top of bluff	30
2. unplatted cemetery	50
3. right-of-way line of town road, public street, or other roads or streets not classified	30
4. alley	20
5. interior side yard (bounded by private property)	15 feet for 100 foot or larger lot 15% of lot width for smaller lot
6. corner	30

C. **Bluff Impact Zones.** Structures and accessory facilities, except stairways and landings, must not be placed within bluff impact zones.

D. **Uses Without Water-Oriented Needs.** Uses without water-oriented needs must be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must either be set back double the normal ordinary high water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf-on conditions.

5.22 **Design Criteria for Structures.**

A. **High Water Elevations.** Structures must be placed in accordance with any flood plain regulations applicable to the site. Where these controls do not exist, the elevation to which the lowest floor, including basement, is placed or flood-proofed must be determined as follows:

1. for lakes, by placing the lowest floor at a level at least three feet above the highest known water level, or three feet above the ordinary high water level, whichever is higher;
2. water-oriented accessory structures may have the lowest floor placed lower than the elevation determined in this item if the structure is constructed of flood-resistant materials up to the elevation, electrical and mechanical equipment is placed above the determined elevation and, if long duration flooding is anticipated, the structure is built to withstand ice action and wind-driven waves and debris.

B. **Water-Oriented Accessory Structures.** Each lot may have one water-oriented accessory structure not meeting the normal structure setback in Subsection 5.21 of this Section if this water-oriented accessory structure complies with the following provision:

1. the structure of the facility must not exceed ten feet in height, exclusive of safety rails, and cannot occupy an area greater than 250 square feet. Detached decks must not exceed eight feet above grate at any point;
2. The setback of the structure or facility from the ordinary high water level must be at least 10 feet;
3. the structure or facility must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer, leaf-on conditions.
4. the roof may be used as a deck with safety rails, but must not be enclosed or used as a storage area;

5. the structure or facility must not be designed or used for human habitation and must not contain water supply or sewage treatment facilities; and
6. the structure or facility must be within the center 50% of the lot width measured at the ordinary high water level.

C. **Stairways, Lifts and Landings.** Stairways and lifts are the preferred alternative to major topographic alterations for achieving access up and down bluffs and steep slopes to shore areas. Stairways and lifts must meet the following design requirements:

1. Stairways and lifts must not exceed four feet in width on residential lots. Wider stairways may be used for commercial properties, public open space recreational properties, and planned unit developments;
2. landings for stairways and lifts on residential lots must not exceed 32 square feet in area. Landings larger than 32 square feet may be used for commercial properties, public open space recreational properties, and planned unit developments;
3. canopies or roofs are not allowed on stairways, lifts or landings;
4. stairways, lifts and landings may be either constructed above the ground on posts or pilings, or placed into the ground, provided they are designed and built in a manner that ensures control of soil erosion;
5. stairways, lifts, and landings must be located in the most visually inconspicuous portions of lots, as viewed from the surface of the public water assuming summer, leaf-on conditions, whenever practical; and
6. facilities such as ramps, lifts, or mobility paths for physically handicapped persons are also allowed for achieving access to shore areas, provided that the dimensional and performance standards of Subitem 1. to 5. are complied with in addition to the requirements of Minnesota Regulations chapter 1340.

D. **Significant Historic Sites.** No structure may be placed on a significant historic site in a manner that affects the values of the site unless adequate information about the site has been removed and documented in a public repository.

E. **Steep Slopes.** The city clerk must evaluate possible soil erosion impacts and development visibility from public waters before issuing a permit for construction of sewage treatment systems, roads, driveways, structures, or other improvements on steep slopes. When determined necessary, conditions must be attached to issued permits to prevent erosion and to preserve existing vegetation screening of structures, vehicles, and other facilities as viewed from the surface of public waters, assuming summer, lean-on vegetation.

- 5.23 **Height of Structures.** All structures in residential districts, except churches and nonresidential agricultural structures, must not exceed 25 feet in height.

5.3 Shoreland Alterations

Alterations of vegetation and topography will be regulated to prevent erosion into public waters, fix nutrients, preserved shoreland aesthetics, preserve historic values, prevent bank slumping, and protect fish and wildlife habitat.

5.31 Vegetation Alterations.

- A. Vegetation alteration necessary for the construction of structures and sewage treatment systems and the construction of roads and parking areas regulated by Subsection 5.4, below, are exempt from the vegetation alteration standards that follow.
- B. Removal or alteration of vegetation is allowed subject to the following standards:
 - 1. Intensive vegetation clearing within the shore and bluff impact zones and on steep slopes is not allowed. Intensive vegetation clearing for forest land conversion to another use outside of these areas is allowable as a conditional use if an erosion control and sedimentation plan is developed and approved by the soil and water conservation district in which the property is located.
 - 2. In shore and bluff impact zones and on steep slopes, limited clearing of trees and shrubs and cutting, pruning, and trimming of trees is allowed to provide a view to the water from the principal dwelling site and to accommodate the placement of stairways and landings, picnic areas, access paths, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities, provided that
 - a. the screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on conditions, is not substantially reduced;
 - b. the above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.

5.32 Topographic Alterations/Grading and Filling.

- A. Grading and filling excavating necessary for the construction of structures, sewage treatment systems, and driveways under validly issued construction permits for these facilities do not require the issuance of a separate grading and filling permit. However, the grading and filling standards in this section must be incorporated into the issuance of permits for construction of structures, sewage treatment systems, and driveways.
- B. Public roads and parking areas are regulated by Subsection 5.4 below.

- C. Notwithstanding items A. and B. above, a grading and filling permit will be required for:
1. the movement of more than ten (10) cubic yards of material on steep slopes or within shore of bluff impact zones; and
 2. the movement of more than 50 cubic yards of material outside of steep slopes and shore and bluff impact zones.
- D. The following considerations and conditions must be adhered to during the issuance of construction permits, grading and filling permits, conditional or special use permits, variances and subdivision approvals;
1. Grading or filling in any type 2, 3, 4, 5, 6, 7, or 8 wetland must be evaluated to determine how extensively the proposed activity would affect the following functional qualities of the wetland;*
 - a. sediment and pollutant trapping and retention;
 - b. storage of surface runoff to prevent or reduce flood damage;
 - c. fish and wildlife habitat;
 - d. recreational use;
 - e. shoreline or bank stabilization; and
 - f. noteworthiness, including special qualities such as historic significance, critical habitat for endangered plants and animals, or other.

*This evaluation must also include a determination of whether the wetland alteration being proposed requires permits, reviews, or approvals by other local, state, or federal agencies such as a watershed district, the Minnesota Department of Natural Resources, or the United States Army Corps of engineers. The applicant will be so advised.

2. Alterations must be designed and conducted in a manner that ensures only the smallest amount of bare ground is exposed for the shortest time possible;
3. Mulches or similar materials must be used, where necessary, for temporary bare soil coverage, and a permanent vegetation cover must be established as soon as possible;
4. Methods to minimize soil erosion and to trap sediments before they reach any surface water feature must be used;
5. Altered areas must be stabilized to acceptable erosion control standards consistent with the field office technical guides of the local soil and water conservation districts and the United States Soil Conservation Service;
6. Fill or excavated material must not be placed in a manner that creates an unstable slope;
7. Plans to place fill or excavated material on steep slopes must be reviewed by qualified professionals for continued slope stability and must not create finished slopes of 30 percent or greater;

8. Fill or excavated material must not be placed in bluff impact zones;
9. Any alterations below the ordinary high water level of public waters must first be authorized by the commissioner under Minnesota Statutes, Section 103G.245
10. Alterations of topography must only be allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties; and
11. Placement of natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, is permitted if the finished slope does not exceed three feet horizontal to one foot vertical, the landward extent of the riprap is within ten feet of the ordinary high water level, and the height of the riprap above the ordinary high water level does not exceed three feet.

E. Connections to Public Waters. Excavations where the intended purpose is connection to public water, such as boat slips, canals, lagoons, and harbors, must be controlled by local shoreland controls. Permission for excavations may be given only after the commissioner has approved the proposed connection to public waters.

5.4 Placement and Design of Roads, Driveways, and Parking Areas.

- 5.41 Public and private roads and parking areas must be designed to take advantage of natural vegetation and topography to achieve maximum screening from view from public waters. Documentation must be provided by a qualified individual that all roads and parking areas are designed and constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local soil and water conservation district, or other applicable technical materials.
- 5.42 Roads, driveways, and parking areas must meet structure setbacks and must not be placed within bluff and shore impact zones, when other reasonable and feasible placement alternatives exist. If no alternatives exist, they may be placed within these areas, and must be designed to minimize adverse impacts.
- 5.43 Public and private watercraft access ramps, approach roads, and access-related parking areas may be placed within shore impact zones provided the vegetative screening and erosion control conditions of this Subpart are met. For private facilities, the grading and filling provisions of Subsection 5.32 of this section must be met.

5.5 Stormwater Management.

The following general and specific standards shall apply:

5.51 General Standards:

- A. When possible, existing natural drainageways, wetlands, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater runoff before discharge to public waters.
- B. Development must be planned and conducted in manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce delay runoff volumes. Disturbed areas must be stabilized and protected as soon as possible and facilities or methods used to retain sediment on the site.
- C. When development density, topographic features, and soil and vegetation conditions are not sufficient to adequately handle stormwater runoff using natural features and vegetation, various types of constructed facilities such as diversions, settling basins, skimming devices, dikes, waterways, and ponds may be used. Preference must be given to designs using surface drainage, vegetation, and infiltration rather than buried pipes and manmade materials and facilities.

5.6 Specific Standards:

- A. Impervious surface coverage of lots must not exceed 25 percent of the lot area.
- B. When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation districts.
- C. New constructed stormwater outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge.

5.61. Standards for Commercial, Industrial, Public, and Semipublic Uses.

- A. Surface water-oriented commercial uses and industrial, public, or semipublic uses with similar needs to have access to and use of public waters may be located on parcels or lots with frontage on public waters. Those with water-oriented needs must meet the following standards:
 - 1. In addition to meeting impervious coverage limits, setbacks, and other zoning standards in this ordinance, the uses must be designed to incorporate topographic and vegetative screening of parking areas and structures;
 - 2. Uses that require short-term watercraft mooring for patrons must centralize these facilities and design them to avoid obstructions of navigation and to be the minimum size necessary to meet the need; and
 - 3. Uses that depend on patrons arriving by watercraft may use signs and lighting to convey needed information to the public, subject to the following general standards:

- a. no advertising signs or supporting facilities for signs may be placed in or upon public waters. Signs conveying information or safety messages may be placed in or on public waters by a public authority or under a permit issued by the county sheriff;
 - b. signs may be placed, when necessary, within the shore impact zone if they are designed and sized to be the minimum necessary to convey needed information. They must only convey the location and name of the establishment and the general types of goods or services available. The signs must not contain other detailed information such as product brands and prices, must not be located higher than ten feet above the ground, and must not exceed 32 square feet in size. If illuminated by artificial lights, the lights must be shielded or directed to prevent illumination out across public waters; and
 - c. other outside lighting may be located within the shore impact zone or over public waters if it is used primarily to illuminate potential safety hazards and is shielded or otherwise directed to prevent direct illumination out across public waters. This does not preclude use of navigational lights.
- B. Uses without water-oriented needs must be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must either be set back double the normal ordinary high water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf-on conditions.

5.7 Conditional and Special Uses.

Conditional and Special uses allowable within shoreland areas shall be subject to the review and approval procedures, looking at compatibility of uses, and criteria and conditions for review of conditional and special uses established community-wide. The following additional evaluation criteria and conditions apply within shoreland areas:

- 5.71 Evaluation Criteria.** A thorough evaluation of the waterbody and the topographic, vegetation, and soils conditions on the site must be made to ensure:
- A. the prevention of soil erosion or other possible pollution of public waters, both during and after construction;
 - B. the visibility of structures and other facilities as viewed from public water is limited; and
 - C. the site is adequate for water supply and on-site sewage treatment; and
 - D. the types, uses, and numbers of watercraft that the project will generate are compatible in relation to the suitability of public waters to safely accommodate these watercraft.

5.72 Conditions attached to conditional and special use permits. The city council upon consideration of the criteria listed above and the purposes of this section, shall attach such conditions to the issuance of the conditional use permits as it deems necessary to fulfill the purposes of this section. Such conditions may include, but are not limited to the following:

- A. increased setbacks from the ordinary high water level;
- B. limitations on the natural vegetation to be removed or the requirement that additional vegetation be planted; and
- C. special provisions for the location, design, and use of structures, sewage treatment systems, watercraft launching and docking areas, and vehicle parking areas.

5.8 Water Supply and Sewage Treatment

5.81 Water Supply. Any public or private supply of water for domestic purposes must meet or exceed standards for water quality of the Minnesota Department of Health and the Minnesota Pollution Control Agency.

5.82 Sewage Treatment. Any premises used for human occupancy must be provided with an adequate method of sewage treatment, as follows:

- A. Publicly owned sewer systems must be used where available.
- B. All private sewage treatment systems must meet or exceed the Minnesota Pollution Control Agency's standards for individual sewage treatment systems contained in the document titled "Individual Sewage Treatment Systems Standards, Chapter 7080" a copy of which is hereby adopted by reference and declared to be a part of this section.
- C. On-site sewage treatment systems must be set back from the ordinary high water level in accordance with the setbacks contained in subsection 5.21 of this section.
- D. All proposed sites for individual sewage treatment systems shall be evaluated in accordance with the criteria in subitems 1 to 4 below. If the determination of a site's suitability cannot be made with publically available, existing information, it shall then be the responsibility of the applicant to provide sufficient soil borings and percolation tests from on-site investigations.

Evaluation Criteria

- 1. Depth to the highest known or calculated ground water table or bedrock;
- 2. soil conditions, properties, and permeability;
- 3. slope;
- 4. the existence of lowlands, local surface depressions, and rock outcrops;

- E. Nonconforming sewage treatment systems shall be regulated and upgraded in accordance with subsection 6.3 of this section.

5.9 Shoreline Area

- 5.91 Special Restrictions in Shoreline Area. In addition to being subject to all regulations which apply in the district in which it is located, the portion of any property within the shoreline area as defined in subsection 2.7 of this section shall also be subject to the following special restrictions;
- A. The actual lakeshore shall be used only for docks, piers, and boat lifts and the keeping of boats.
 - B. A movable dock which was used the previous summer and which is intended to be used the following summer may be kept by its owner within the shoreline area from September 1 through May 15.
 - C. Picnic tables, barbecue grills and other similar property may be kept within the shoreline area.
 - D. Lawnmowers and other equipment used to maintain the property shall be kept in a suitable accessory building, if one is available. If one is not, they shall be kept under a deck or as near a structure upon the property as may be done.
 - E. If the keeping or parking of them upon the portion of the property not within the shoreline area would require that they be kept or parked upon the front or side yard of the principal structure upon the property, the following may be kept or parked in the shoreline area, provided that they are kept or parked so as to be as little noticeable as possible to users of the lake; Boat trailers; motorized vehicles actually in use, including cars, vans, pickups and motorcycles, but not including trucks and busses.
 - F. No permanent structure may be erected within the shoreline area upon any property which does not measure in excess of 60 feet in depth, measured at a right angle to the ordinary high water level.
 - G. No more than one water oriented accessory structure or facility shall be located within the shoreline area.

SUBSECTION 6.0 NONCONFORMITIES

All legally established nonconformities as of the date of this ordinance may continue but they will be managed according to applicable state statutes and other regulations of this community for the subjects of alterations and additions, repair after damage, discontinuance of use, and intensification of use; except that the following standards will also apply in shoreland areas:

6.1 Construction on Nonconforming Lots of Record.

6.11 Exempted Lots

Lots of record in the office of the county recorder on the date of enactment of local shoreland controls that do not meet the requirements of subsection 5.1 of this section may be allowed as building sites without variances from lot size requirements provided the use is permitted in the zoning district, the lot has been in separate ownership from abutting lands at all times since it became substandard, was created compliant with official controls in effect at the time, and sewage treatment and setback requirement of this ordinance are met.

6.12 Variance Required

A variance from setback requirements must be obtained before any use, sewage treatment system, or building permit is issued for a lot. In evaluating the variance, the board of zoning adjustment shall consider sewage treatment and water supply capabilities or constraints of the lot and shall deny the variance if adequate facilities cannot be provided.

6.13 Contiguous Lots

If, in a group of two or more contiguous lots under the same ownership, any individual lot does not meet the requirements of subsection 5.1 of this section the lot must not be considered as a separate parcel of land for the purposes of sale or development. The lot must be combined with the one or more contiguous lots so they equal one or more parcels of land, each meeting the requirements of subsection 5.1 of this section as much as possible.

6.2 Additions/Expansions to Nonconforming Structures.

6.21 Setbacks

All additions or expansions to the outside dimensions of an existing nonconforming structure must meet the setback, height, and other requirements of subsection 5.0 of this section. Any deviation from these requirements must be authorized by a variance pursuant to subsection 3.3 of this section.

6.22 Deck Additions

Deck additions may be allowed with a variance to a structure not meeting the required setback from the ordinary high water level if all of the following criteria and standards are met:

- A. the structure existed on the date the structure setbacks were established;
- B. a thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing ordinary high water level set back of the structure;
- C. The deck is constructed primarily of wood, and is not roofed or screened.

6.3 Nonconforming Sewage Treatment Systems.

6.31 Upgrading

A sewage treatment system not meeting the requirements of subsection 5.8 of this section must be upgraded, at a minimum, at any time a permit ordinance of any type is required for any improvement on, or use of, the property. For the purposes of this provision, a sewage treatment system shall not be considered nonconforming if the only deficiency is the sewage treatment system's improper setback from the ordinary high water level.

6.32 Identifying

The governing body of Underwood has by formal resolution notified the commissioner of its program to identify nonconforming sewage treatment systems. The City of Underwood will require upgrading or replacement of any nonconforming system identified by this program within a reasonable period of time which will not exceed 2 years. Sewage systems installed according to all applicable local shoreland management standards adopted under Minnesota Statutes, section 105.485, in effect at the time of installation may be considered as conforming unless they are determined to be failing, except that systems using cesspools, leaching pits, or other deep disposal methods, or systems with less soil treatment area separation above groundwater than required by the Minnesota Pollution Control Agency's Chapter 7080 for design on on-site sewage treatment systems, shall be considered nonconforming.

SUBSECTION 7.0 SUBDIVISION/PLATTING PROVISIONS

7.11 Land Suitability. Each lot created through subdivision, including planned unit developments authorized under subsection 8.0 of this section, must be suitable in its natural state for the proposed use with minimal alteration. Suitability analysis by the local unit of government shall consider susceptibility to flooding, existence of wetlands, soil and rock formations with severe limitations for development, severe erosion potential, steep topography, inadequate water supply or sewage treatment capabilities, near-shore aquatic conditions unsuitable for water based recreation, important fish and wildlife habitat, presence of significant historic sites, or any other feature of the natural land likely to be harmful to the health, safety, or welfare of future residents of the proposed subdivision or of the community.

7.12 Consistency with other Controls. Subdivision must conform to all official controls of this community. A subdivision will not be approved where a later variance from one or more standards in official controls would be needed to use the lots for their intended purpose. In areas not served by publically owned sewer and water systems, a subdivision will not be approved unless domestic water supply is available and a sewage treatment system consistent with subsection 5.2 and 5.8 of this section can be provided for every lot. Each lot shall meet the minimum lot size and dimensional requirements of subsection 5.1 of this section, including at least a

minimum contiguous lawn area that is free of limiting factors sufficient for the construction of two standard soil treatment systems. Lots that would require use of holding tanks must not be approved.

- 7.13 **Information Requirements.** Sufficient information must be submitted by the applicant for the community to make a determination of land suitability. The information shall include at least the following:
- A. Topographic contours at ten-foot intervals or less from United States Geological Survey maps or more accurate sources, showing limiting site characteristics;
 - B. The surface water features required in Minnesota Statutes, Section 505.02, Subdivision 1, to be shown on plats, obtained from the United States Geological Survey quadrangle topographic maps or more accurate sources;
 - C. Adequate soils information to determine suitability for building and on-site sewage treatment capabilities for every lot from the most current existing sources or from field investigations such as soil borings, percolation tests, or other methods;
 - D. Information regarding adequacy of domestic water supply; extent of anticipated vegetation and topographic alterations; near-shore aquatic conditions, including depths, types of bottom sediments, and aquatic vegetation; and proposed methods for controlling storm water runoff and erosion, both during and after construction activities;
 - E. Location of 100 year flood plain areas and floodway districts from existing adopted maps or data; and
 - F. A line or contour representing the ordinary high water level, the “toe” and the “top” of bluffs, and the minimum building setback distances from the top of the bluff and the lake or stream.
- 7.14 **Dedications.** What a land or easement dedication is a condition of subdivision approval, the approval must provide easements over natural drainage or ponding areas for management of stormwater and significant wetlands.
- 7.15 **Platting.** All subdivisions that create five or more lots or parcels that are 2.5 acres or less in size shall be processed as a plat in accordance with Minnesota Statutes, Chapter 505. No permit for construction of buildings or sewage treatment systems shall be issued for lots created after these official controls were enacted unless the lot was approved as part of a formal subdivision.
- 7.16 **Controlled Access or Recreational Lots.** Lots intended as controlled accesses to public waters or for recreational use areas for use by nonriparian lots within a subdivision must meet or exceed the sizing criteria in subsection 5.13 of this section.

SUBSECTION 8.0 PLANNED UNIT DEVELOPMENTS (PUD's)

8.1 Types of PUD's Permissible

Planned unit developments (PUD's) are allowed for projects on undeveloped land, redevelopment of previously built sites, or conversions of existing buildings and land. The land use districts in which they are an allowable use are identified in the land use district descriptions in Subsection 4.2 of this Section and the official zoning map.

8.2 Processing of PUD's

Planned unit developments must be processed as a conditional use, except that an expansion to an existing commercial PUD involving 6 or less new dwelling units or sites since the date of this Section was adopted is permissible as a permitted use provided the total project density does not exceed the allowable densities calculated in the project density evaluation procedures in Subsection 8.5 below. Approval cannot occur until the environmental review process (EAW/EIS) is complete.

8.3 Application for PUD

The applicant for a PUD must submit the following documents prior to final action being taken on the application request.

- A. A site plan and/or a plat for the project showing locations of property boundaries, surface water features, existing and proposed structures and other facilities, land alterations, sewage treatment and water supply systems (where public systems will not be provided), and topographic contours at ten foot intervals or less. When a PUD is combined, commercial and residential development, the site plan and/or plat must indicate and distinguish which buildings and portions of the project are residential, commercial, or a combination of the two.
- B. A property owners association agreement (for residential PUD's) with mandatory membership, and all in accordance with the requirements of Subsection 8.6 below.
- C. Deed restrictions, covenants, permanent easements or other instruments that: 1) properly address future vegetative and topographic alterations, construction of additional buildings, beaching of watercraft, and construction of commercial buildings in residential PUD's; and 2) ensure the long term preservation and maintenance of open space in accordance with the criteria and analysis specified in Subsection 8.6 below.
- D. When necessary, a master plan/drawing describing the project and the floor plan for all commercial structures to be occupied.
- E. Those additional documents as requested by the Planning Commission that are necessary to explain how the PUD will be designed and will function.

8.4 Site "Suitable Area" Evaluation

Proposed new or expansions to existing planned unit developments must be evaluated using the following procedures and standards to determine the suitable area for the dwelling unit/dwelling site density evaluation in Subsection 8.5 below.

8.41 Shoreland Tier Dimensions

The project parcel must be divided into tiers by locating one or more lines approximately parallel to a line that identifies the ordinary high water level at the following intervals, proceeding landward.

	Un-sewered (feet)	Sewered (feet)
General development lakes First tier	200	200
General development lakes Second & additional tiers	267	200

8.42 The suitable area within each tier is next calculated by excluding from the tier area all wetlands, bluffs, or land below the ordinary high water level of public waters. This suitable area and the proposed project are then subjected to either the residential or commercial planned unit development density evaluation steps to arrive at an allowable number of dwelling units or sites.

8.5 PUD Density Evaluation

The procedures for determining the “base” density of a PUD and density increase multipliers are as follows: Allowable densities may be transferred from any tier to any other tier further from the waterbody, but must not be transferred to any other tier closer.

8.51 PUD “Base” Density Evaluation:

- A. Increases to the dwelling or dwelling base densities previously determined are allowable if the dimensional standards in Subsection 5.0 of this Section are met or exceeded and the design criteria in Subsection 8.6 are satisfied. The allowable density increases in Item B below will only be allowed if structure setbacks from the ordinary high water level are increased to at least 50 percent greater than the minimum setback, or the impact on the waterbody is reduced an equivalent amount through vegetative management, topography, or additional means acceptable to the local unit of government and the setback is at least 25 percent greater than the minimum setback.
- B. Allowable Dwelling Unit or Dwelling Site Density Increases for Planned Unit Developments:

Density evaluation tiers	Maximum density increase within Each tier (percent)
First	50
Second	100
Third	200
Fourth	200
Fifth	200

8.6 Maintenance and Design Criteria

8.61 Maintenance and Administration Requirements.

- A. Before final approval of a planned unit development, adequate provisions must be developed for preservation and maintenance in perpetuity of open spaces and for continued existence and functioning of the development.
- B. Open space preservation. Deed restrictions, covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent means must be provided to ensure long-term preservation and maintenance of open space. The instruments must include all of the following protections:
 1. commercial uses prohibited (for residential PUD's)
 2. vegetation and topographic alterations other than routine maintenance prohibited;
 3. construction of additional buildings or storage of vehicles and other materials prohibited; and
 4. uncontrolled beaching of watercraft prohibited.
- C. Development organization and functioning. Unless and equally effective alternative community framework is established, when applicable, all residential planned unit developments must use an owners association with the following features:
 1. membership must be mandatory for each dwelling unit or site purchaser and any successive purchasers;
 2. each member must pay a pro rata share of the association's expenses, and unpaid assessments can become liens on units or sites;
 3. assessments must be adjustable to accommodate changing conditions; and
 4. the association must be responsible for insurance, taxes, and maintenance of all commonly owned property and facilities.

8.62 Open Space Requirements. Planned unit developments must contain open space, meeting all of the following criteria:

- A. at least 50 percent of the total project area must be preserved as open space.
- B. Dwelling units or sites, road rights-of-way, or land covered by road surfaces, parking areas, or structures, except water-oriented accessory structures or facilities, are developed areas and shall not be included in the computation of minimum open space;
- C. Open space must include areas with physical characteristics unsuitable for development in their natural state, and areas containing significant historic sites or unplatted cemeteries;
- D. Open space may include outdoor recreational facilities for use by owners of dwelling units or sites, by guests staying in commercial dwelling units or sites, and by the general public;
- E. Open space may include outdoor recreational facilities for use by owners of dwelling units or sites, by guests staying commercial dwelling units or sites, and by the general public;
- F. Open space may include subsurface sewage treatment systems if the use of the space is restricted to avoid adverse impacts on the systems.
- G. The appearance of open space areas, including topography, vegetation, and allowable uses, must be preserved by use of restrictive deed covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent means; and
- H. The shore impact zone, based on normal structure setbacks, must be included as open space. For PUD's at least 50 percent of the shore impact zone area of existing developments or at least 70 percent of the shore impact zone area of new developments must be preserved in its natural or existing state.

8.63 Erosion Control and Stormwater Management. Erosion control and stormwater management plans must be developed and the PUD must:

- A. Be designed, and the construction managed, to minimize the likelihood of serious erosion occurring either during or after construction. This must be accomplished by limiting the amount and length of time of bare ground exposure. Temporary ground covers, sediment entrapment facilities, vegetated buffer strips, or other appropriate techniques must be used to minimize erosion impacts on surface water features. Erosion control plans approved by a soil and water conservation district may be required if project size and site physical characteristics warrant; and
- B. Be designed and constructed to effectively manage reasonably expected quantities and qualities of stormwater runoff. Impervious surface coverage within any tier must not exceed 25 percent of the tier area.

8.64 Centralization and Design of Facilities. Centralization and design of facilities and structures must be done according to the following standards:

- A. Planned unit developments must be connected to publically owned water supply and sewer systems, if available. On-site water supply and sewage treatment systems must be centralized and designed and installed to meet or exceed applicable standards or rules of the Minnesota Department of Health and Subsection 5.2 and 5.8 of this Section. On-site sewage treatment systems must be located on the most suitable areas of the development, and sufficient lawn area free of limiting factors must be provided for a replacement soil treatment system for each sewage system;
- B. Dwelling units or sites must be clustered into one more groups and located on suitable areas of the development. They must be designed and located to meet or exceed the following dimensional standards for the relevant shoreland classification; setback from the ordinary high water level, elevation above the surface water features, and maximum height. Setbacks from the ordinary high water level must be increased in accordance with Subsection 8.52 above for developments with density increases.
- C. Shore recreation facilities, including but not limited to swimming areas, docks, and watercraft mooring areas and launching ramps, must be centralized and located in areas suitable for them. Evaluation of suitability must include consideration of land slope, water depth, vegetation, soils depth to groundwater and bedrock, or other relevant factors. The number of spaces provided for continuous beaching, mooring, or docking of watercraft must not exceed one for each allowable dwelling unit or site in the first tier (notwithstanding existing mooring sites in an existing commercially used harbor). Launching ramp facilities, including a small dock for loading and unloading equipment, may be provided for use by occupants of dwelling units or sites located in other tiers;
- D. Structures, parking areas, and other facilities must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks, color, or other means acceptable to the local unit of government, assuming summer, leaf-on conditions. Vegetative and topographic screening must be preserved, if existing, or may be required to be provided.
- E. Accessory structures and facilities, except water oriented accessory structures, must meet the required principal structure setback and must be centralized; and
- F. Water oriented accessory structures and facilities may be allowed if they meet or exceed design standards contained in Subsection 5.2 of this Section and are centralized.

8.7 Conversions

Local governments may allow existing resorts or other land uses and facilities to be converted to residential planned unit developments if all of the following standards are met:

8.71 Evaluation

Proposed conversions must be initially evaluated using the same procedures for residential planned unit developments involving all new construction. Inconsistencies between existing features of the development and these standards must be identified.

8.72 Deficiencies

Deficiencies involving water supply and sewage treatment, structure color, impervious coverage, open space, and shore recreation facilities must be corrected as part of the conversion or as specified in the conditional use permit.

8.73 Shore and Bluff Impact Zone

Shore and bluff impact zone deficiencies must be evaluated and reasonable improvements made as part of the conversion. These improvements must include, where applicable, the following:

- A. Removal of extraneous buildings, docks, or other facilities that no longer need to be located in shore or bluff impact zones;
- B. Remedial measures to correct erosion sites and improve vegetative cover and screening of buildings and other facilities as viewed from the water; and
- C. If existing dwelling units are located in shore or bluff impact zones, conditions are attached to approvals of conversions that preclude exterior expansions in any dimension or substantial alterations. The conditions must also provide for future relocation of dwelling units, where feasible, to other locations, meeting all setback and elevation requirements when they are rebuilt or replaced.

8.74 Existing Dwelling Densities

Existing dwelling unit or dwelling site densities that exceed standards in Subsection 8.5 above may be allowed to continue but must not be allowed to be increased, either at the time of conversion or in the future. Efforts must be made during the conversion to limit impacts of high densities by requiring seasonal use, improving vegetative screening, centralizing shore recreation facilities, installing new sewage treatment systems, or other means.

This ordinance was introduced on April 7, 1997, and adopted by the City Council of the City of Underwood, Minnesota, on the 7th day of April, 1997, by the following vote:

AYES: Bernie Gamber – Aye
 Chester Johanson – Aye
 Lee Bakken – Aye
 Marilyn Olson – Aye
 Ruby Henderson – Aye

NAYS: None

Attest:

Approved:

/s/ Katy Johansen
City Clerk

Bernard Gamber
Mayor

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