

Hubbard County

Shoreland Management Ordinance No. 17

Amendment 14

November 9, 2011



HUBBARD COUNTY SHORELAND MANAGEMENT ORDINANCE

Table of Contents

		<u>Page</u>
ARTICLE 1.	GENERAL PROVISIONS AND DEFINITIONS	1
Section 101	Statutory Authorization	1
Section 102	Policy	1
Section 103	Statement of Purpose	1
Section 104	Jurisdiction	1
Section 105	Compliance	2
Section 106	Enforcement	2
Section 107	Interpretation.....	2
Section 108	Severability	2
Section 109	Abrogation and Greater Restrictions	2
Section 110	Effective Date	2
Section 111	Definitions as Used in this Ordinance.....	3
ARTICLE II.	PROTECTED WATERS CLASSIFICATION SYSTEM	14
Section 201	Natural Environment Lakes	14
Section 202	Recreational Development Lakes.....	16
Section 203	General Development Lakes	17
Section 204	Special Protection River Segments	18
Section 205	Remote River Segments.....	18
Section 206	Forested River Segments.....	18
Section 207	Tributaries.....	18
Section 208	Established Ordinary High Water Level Elevations	22
ARTICLE III.	ESTABLISHMENT OF SHORELAND MANAGEMENT DISTRICTS	24
Section 301	Establishment of Shoreland Management Districts	24
Section 302	Management Goals and Objectives.....	24
Section 303	Shoreland Management Map	24
ARTICLE IV.	SHORELAND MANAGEMENT DISTRICT REQUIREMENTS	25
Section 401	Permitted, Conditional and Non-Permitted Uses	25
Section 402	Special Provisions	26
ARTICLE V.	HEIGHT AND PLACEMENT REGULATIONS; ZONING PROVISIONS.....	28
Section 501	Lot Area and Width Requirements.....	28
Section 502	Setback Provisions	29
Section 503	Bluff Impact Zones.....	31
Section 504	Height of Structures	31
Section 505	Uses Without Water-Oriented Needs	31
Section 506	Guest Cottages.....	31
Section 507	Design Criteria for Structures	32
Section 507.1	High Water Elevations	32
Section 507.2	Stairways, Lifts and Landings	32
Section 507.3	Boardwalks	33
Section 507.4	Fences and Driveway Entrance Markers.....	33
Section 508	Significant Historic Sites	34

Section 509	Steep Slopes	34
Section 510	Building Repairs and Maintenance	34
Section 511	Temporary Structures	35
Section 512	Recreational Vehicles	35
Section 513	Geothermal Heating/Cooling Systems.....	35
ARTICLE VI.	ACCESSORY USES AND STRUCTURES	36
Section 601	Accessory Uses and Structures.....	36
ARTICLE VII.	NONCONFORMITIES AND NONCONFORMING LOTS OF RECORD	37
Section 701	Nonconforming Use of Land	37
Section 702	Extension of Nonconforming Uses	37
Section 703	Change of a Nonconforming Use	37
Section 704	Nonconforming Structures	37
Section 705	Damage to Nonconforming Structures	39
Section 706	Deck and Platform Additions	39
Section 707	Nonconforming Lots of Record	40
Section 707.1	Nonconforming Lots of Record recorded Prior to July 12, 1971	40
Section 707.2	Nonconforming Lots of Record recorded from July 12, 1971 to April 15, 1991.....	41
Section 708	Nonconforming Sewage Treatment Systems	41
ARTICLE VIII.	SANITATION STANDARDS	43
Section 801	Sewage Treatment Standards	43
Section 802	Sewage Treatment Permit Requirements.....	44
Section 803	Water Supply Standards.....	44
Section 804	Agricultural Waste Disposal.....	44
ARTICLE IX.	GENERAL SHORELAND REQUIREMENTS	45
Section 901	Vegetative Alterations.....	45
Section 902	Topographic Alterations/Grading and Filling.....	46
Section 903	Placement and Design of Roads, Driveways, Recreation trails and Parking Areas	48
Section 904	Stormwater Management Standards	49
Section 905	Special Provisions for Commercial, Industrial, Public & Semipublic Uses	49
Section 906	Special Provisions for Agricultural Uses	50
Section 907	Special Provisions for Forest Management	51
Section 908	Special Provisions for Extractive Uses	51
Section 909	Special Provisions for Fish and Wildlife Habitat Improvements	52
ARTICLE X.	SUBDIVISIONS AND PLANNED UNIT DEVELOPMENTS.....	53
Section 1001	Applicability.....	53
Section 1002	Land Suitability	53
Section 1003	Consistency with Other Controls	54
Section 1004	Dedications	55
Section 1005	Controlled Access on Recreational Lots.....	55
Section 1006	Lot Size.....	56
Section 1007	Storm Drainage.....	56
Section 1008	Water Supply Facilities	56

Section 1009	Sanitary Sewerage	56
Section 1010	Platting Requirements	57
Section 1011	Planned Unit Development Review	57
Section 1012	PUD Site Suitability Evaluation.....	58
Section 1013	Residential and Commercial PUD Density Evaluation	58
Section 1014	PUD Maintenance and Design Criteria.....	60
Section 1015	Conversions to PUDs	62
ARTICLE XI.	ADMINISTRATION.....	63
Section 1101	Environmental Services Officer	63
Section 1102	Planning Commission	64
Section 1103	Board of Adjustment	64
Section 1104	Variances and Appeals.....	67
Section 1105	Permits.....	68
Section 1106	Conditional Use Permits	69
Section 1107	Amendments.....	71
Section 1108	Public Notice and Hearing Requirements.....	71
Section 1109	Enforcement and Penalties.....	72
Section 1110	Fees.....	72
Appendix A.1	Bluff drawing.....	74
Appendix A.2	Lot Width, Riparian drawing.....	74

GENERAL PROVISIONS AND DEFINITIONS

Section 101. Statutory Authorization

Pursuant to the authority conferred by the State of Minnesota in Minnesota Statutes, Chapter 103, Minnesota Regulations, Parts 6120.2500 - 6120.3900, and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 394 and for the purpose of; preserving and enhancing the quality of surface waters, preserving the economic and natural environmental values of shorelands, and providing for the wise utilization of waters and related land resources.

Section 102. Policy

The uncontrolled use of shorelands of Hubbard County, 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. It is, therefore, in the best interest of the public health, safety and welfare to provide for the wise subdivision, use and development of shorelands of public waters. The Minnesota State Legislature has delegated responsibility to local governments of the state to regulate the subdivision, use and development of the shorelands of public waters in order to preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and to provide for the wise use of waters and related land resources. This responsibility is hereby recognized by Hubbard County, and will be accomplished through the enforcement of this Ordinance, which shall be known and cited as the Hubbard County Shoreland Management Ordinance.

Section 103. Statement of Purpose

The purpose of the Hubbard County Shoreland Management Ordinance is to achieve the aforementioned policies and to:

- Designate suitable management districts for each public water;
- Regulate the placement of sanitary and waste treatment facilities on lots;
- Regulate the area of lot and the length of water frontage suitable for a building site;
- Regulate alteration of the shorelands of public waters;
- Regulate alterations of the natural vegetation and the natural topography; and
- Regulate the subdivision of land in unincorporated areas.
- Implement the above-mentioned items in accordance with the Hubbard County Land Use Plan.

The County Commissioners of Hubbard County, Minnesota do ordain as follows:

Section 104. Jurisdiction

The provision of this Ordinance shall apply to the shorelands of the public water bodies in the unincorporated areas of Hubbard County unless requested by those incorporated bodies, as classified in Article II of this Ordinance. Pursuant to Minnesota Regulations, Parts 6120.2500 - 6120.3900, no lake, pond, or flowage less than twenty-five (25) acres in size will be regulated by county shoreland management regulations. A body of water created by a private user where there was no previous shoreland is exempt from this Ordinance.

Section 105. 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.

Section 106. Enforcement

The Hubbard County Board of Commissioners shall bear ultimate responsibility for the administration and enforcement of this Ordinance. Any violation of the provisions of this Ordinance or failure to comply with any of its requirements, including failure to comply with special conditions attached to granted conditional uses or variances, 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 Article XI of this Ordinance.

Section 107. 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 Hubbard County and shall not be deemed a limitation or repeal of any other powers granted by State Statutes. Interpretation shall be made by the Environmental Services Officer with approval of the Board of County Commissioners, subject to appeal to the Board of Adjustment.

Section 108. Severability

This Ordinance and the various parts, sentences, paragraphs, sections and clauses thereof are hereby declared to be severable. If any part, sentence, paragraph, section or clause is judged to be unconstitutional or otherwise invalid for any reason by a court of competent jurisdiction, such finding shall not affect the remaining portions of this Ordinance.

Section 109. Abrogation and Greater Restrictions

Notwithstanding the provisions of Minnesota Statutes Section 396.05, this Ordinance shall not require approval or be subject to disapproval by any Town or Town Board. However, this Section does not prohibit a Town from adopting or continuing in force, regulations which are more restrictive than those required by this Ordinance. 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.

Section 110. Effective Date

This Ordinance shall take effect and be in force from November 9, 2011 and after the date of passage, approval, and publication, as provided by law.

Section 111. Definitions as Used in this Ordinance

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 the Ordinance its most reasonable application. For the purpose of this Ordinance, the words "must" and "shall" are mandatory; the word "may" is permissive. All distances, unless otherwise specified, shall be measured horizontally. Words used in the present tense shall include the future, and words used in the singular number shall include the plural number as well.

ACCESSORY STRUCTURE OR FACILITY. Any structure, building, or facility incidental to another structure or facility on the same lot which, because of its nature, can reasonably be located at or greater than normal structure setback. Examples of such structures and facilities include but are not limited to: Swimming pools; tennis courts; saunas; solar collectors; wind generators; satellite dishes; detached garages; storage buildings; and recreational trailers and vehicles.

ACCESSORY USE. Any use which is incidental to the principal use of a lot.

AGRICULTURE. The use of land for agricultural purposes including: farming; dairying; pasturage; horticulture; floriculture; viticulture; animal and poultry husbandry and the necessary accessory uses for packing, treating and storing the produce, provided that the operation of any such accessory uses shall be secondary to that of the principal agricultural activities.

AGRICULTURAL STRUCTURE. Any structure existing or erected and used principally for agricultural purposes, with the exception of dwelling units.

BLUFF. A topographic feature such as a hill, cliff, or embankment having all of the following characteristics:

- (1) Part or all of the feature is located within 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;
- (4) The slope drains toward the waterbody.

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. (See Appendix A.1 for illustration).

BLUFF IMPACT ZONE. A bluff and land located within 30 feet from the top of a bluff.

BOARD OF ADJUSTMENT. The Hubbard County Board of Adjustment as appointed by the Hubbard County Board of Commissioners.

BOARD OF COUNTY COMMISSIONERS. The Hubbard County Board of Commissioners.

BOARDWALK. A permanent elevated structure used to provide access to a lake or river where a wetland is present and no other access point is available.

BOATHOUSE. A structure used solely for the storage of boats or boating equipment.

BUILDING. Any structure, either temporary or permanent, having a roof or other covering, and designed for the shelter or enclosure of any person, animal or property of any kind, including tents, or recreational vehicles situated on private property and used for purposes ordinarily attributed to a building.

BUILDING LINE. A line parallel to a lot line or the ordinary high water level at the required setback beyond which a structure may not extend.

CHURCH. A building or structure, or groups of buildings or structures, that by design and construction are primarily intended for conducting organized religious services and associated accessory uses where persons regularly assemble for religious worship and are maintained and controlled by a religious body organized to sustain public worship.

CLEAR CUTTING. The removal of an entire stand of trees.

CLUSTERED. A development pattern and technique whereby structures or building sites are arranged in close proximity to one another in non-linear groups, adjacent to permanently preserved common open space so as to make the most efficient and visually aesthetic use of the natural features of the landscape and maximize visualization of the permanently preserved open space.

COMMERCIAL USE. The principal use of land or buildings for the sale, lease, rental, or trade of products, goods or services.

COMMISSIONER. The Commissioner of the Department of Natural Resources.

CONDITIONAL USE. 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 standards and criteria stated in the shoreland ordinance will be satisfied. The use is compatible with the existing neighborhood, and the use or development conforms to the comprehensive land use plan.

CONTROLLED ACCESS OR RECREATIONAL LOT. A riparian lot which is intended to be used as a private access to public waters for non-riparian or riparian lots and/or dwelling units in any existing or proposed subdivision, outlot development or planned unit development.

COOPERATIVE HOUSING. One or more residential units in a building or buildings owned or leased by a corporation, association, organization, or other legal entity, the shareholders or members of which are entitled, solely by reason of their ownership of stock or membership certificates in such entity to occupy said residential units.

COUNTY. The County of Hubbard, Minnesota.

CRAWL SPACE. The space below the first story of a structure not more than 6 feet high and not intended for human habitation.

CUL-DE-SAC. A street having one end open to traffic and being terminated by a vehicle turn-around.

DECK. 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 (3) feet above ground level.

DUPLEX, TRIPLEX AND QUAD. Dwelling structure on a single lot having two, three and four units respectively, being attached by common walls and each unit having separate sleeping, cooking, eating, living and sanitation facilities.

DWELLING, SINGLE FAMILY. A dwelling structure that is the sole principle structure on a lot, which has common cooking, eating and living facilities which is operated as a single housekeeping unit as distinguished from a boarding house, club house, fraternity house or hotel.

DWELLING SITE. A designated location for residential use by one or more persons using temporary or movable shelter, including camping and recreational vehicle sites.

DWELLING UNIT. 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.

EARTH TONE. Soft, neutral or weathered colors typically associated with forest vegetation, soil, bark or rock; principally blacks, browns, greens, and grays.

EASEMENT. A grant by a property owner for specified use of land by a corporation, the public or specified persons.

ENVIRONMENTAL SERVICES OFFICER. The Environmental Services Officer of Hubbard County or the Hubbard County Board's authorized agent or representative.

EXTRACTIVE USE. The use of land for surface or subsurface removal of sand, gravel, rock, industrial minerals, other non-metallic minerals and peat not regulated under Minnesota Statutes, sections 93.44 through 93.51.

FAMILY. An individual or group of two or more persons related by blood, marriage or adoption, together with not more than three additional persons not related by blood, marriage or adoption, living together as a single housekeeping unit.

FEEDLOT. A lot or building or group of lots or buildings intended for the confined feeding, breeding, raising or holding of animals. This definition includes areas specifically designed for confinement in which manure may accumulate or any area where the concentration of animals is such that a vegetative cover cannot be maintained.

FENCE. Any partition, structure, wall, or gate erected as a dividing marker, barrier or enclosure and located along the boundary, or within the property boundaries.

FILL. Soil, sand, gravel, rock or any similar material that is deposited, placed, pushed or transported.

FOREST LAND CONVERSION. The clear cutting of forested lands to prepare for a new land use other than reestablishment of a subsequent forest stand.

FRONT LOT LINE. For a riparian lot, be it platted or non-platted, the front lot line is that line indicating the ordinary high water level. For a nonriparian platted lot, a front lot line is a line dividing a lot from any public or private road, except a limited or controlled access road to which the lot has no access. For a nonriparian non-platted lot, the front lot line is a property boundary line that can either abut a public or private right of way or extend or wholly be located within an abutting public or private right of way.

GARAGE. A fully enclosed building designed or used solely for the storage of motor vehicles not including buildings in which fuel is sold or in which repair or other services are performed.

GROUP HOME. A residential facility licensed by the State of Minnesota or Hubbard County Social Services Department which serves from seven to sixteen mentally handicapped, physically handicapped, or socially maladjusted individuals.

GUEST COTTAGE. 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.

HEIGHT OF STRUCTURE. The vertical distance between the highest adjoining ground level at the building or ten feet above the lowest ground level, whichever is lowest, and the highest point of the structure.

HOLDING TANK. A watertight tank for storage of sewage until it can be transported to a point of approved treatment and disposal.

HOME OCCUPATION. The operation of a business or profession in the home with the home as a base of operations provided that the operation of a home occupation is secondary to the use of the home, land, and accessory structures for residential purposes and conforms with the performance standards outlined in Section 402.

HOUSEHOLD. An individual or group of two or more persons related by blood, marriage or adoption, together with not more than three additional persons not related by blood, marriage or adoption, living together as a single housekeeping unit.

ICE RIDGE. A shoreline physical land feature caused by the pushing action of a lake's ice sheet against the shore. The ice sheet scrapes, gouges, and pushes soil and rock into mounds called "ice ridges".

IMPERVIOUS SURFACE. A constructed hard surface that either prevents or retards the entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development. Examples include, but are not limited to: rooftops, sidewalks, decks, patios, storage areas, paver rock/stones, and concrete, asphalt, or packed gravel surfaces.

IMPROVED LOT. A lot that contains a single-family dwelling ready for immediate use as determined by Hubbard County, which is served by a sewage disposal system and water supply.

INDIVIDUAL SEWAGE TREATMENT SYSTEM (ISTS). A sewage treatment system, other than a public or community system, which receives sewage from an individual establishment. Unless otherwise indicated the word "system", as it appears in this Ordinance, means an individual sewage treatment system.

INDUSTRIAL USE. The use of land or buildings for the production, manufacture, warehousing, storage or transfer of goods, products, commodities or other wholesale items.

INTENSIVE VEGETATIVE CLEARING. The substantial removal of trees or shrubs in a contiguous patch, strip, row or block.

LANDING. A level area at the top, bottom, or a switchback point of a section of stairway, with or without a railing.

LIFT. A mechanical device, motorized or otherwise that aids in the ascent or descent of steep slopes or bluffs.

LOT. A parcel of land designated by plat, metes and bounds, registered land survey, auditors plot, or other accepted means, and separated from other parcels by its description; a numbered parcel in the lot and block description of platted property.

LOT AREA. The area of land within the boundaries of a lot, excluding any part below the ordinary high water level. On lakes with Minnesota Department of Natural Resources or Hubbard County established ordinary high water levels, lot area is the area of land within the boundaries of a lot, excluding any part below the established ordinary high water level.

LOT LINE, NON-PLATTED. A property boundary line of a non-platted lot.

LOT LINE, PLATTED. A property boundary line of a platted lot, except any portion of the lot that extends into the abutting road or alley.

LOT WIDTH, NON-RIPARIAN. The shortest distance between lot lines measured at the mid point of the building line.

LOT WIDTH, RIPARIAN. The shortest distance between side lot lines measured at the building setback line. This shall also be the minimum width abutting the ordinary high water level of the adjacent lake or river (see Appendix A.2).

MANUFACTURED HOUSING. Structures, transportable in one or more sections, which in the traveling mode, is eight body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein; except that the term includes any structure which meets all the requirements and with respect to which the manufacturer voluntarily files a certification required by the secretary and complies with the standards established under M.S. 327.31. Manufactured housing includes mobile homes, modular homes, and/or prefabricated housing.

MARKER, DRIVEWAY ENTRANCE. Any non-dwelling unit structure erected adjacent to and/or over a property's driveway at the point where the driveway bisects the property line and/or road right-of-way boundary and whose sole purpose is to mark and identify the property line and/or road right-of-way boundary. A driveway entrance marker is considered a special structure and is exempt from the setback and permit requirements of this Ordinance.

MINING. The use of land for surface or subsurface removal of metallic minerals and peat as regulated under Minnesota Statutes, sections 93.44 through 93.51.

MOBILE HOME. A structure designed or used for residential occupancy built upon or having a frame or chassis to which wheels may be attached by which it may be moved upon a highway, whether or not such structure actually has, at any given time, such wheels attached, or is jacked up or skirted. Mobile homes shall be treated as single household housing units.

MOBILE HOME PARK. Any premises on which two or more mobile or manufactured homes, or any premises used or held out for the purpose of supplying to the public a parking space for two or more of such mobile or manufactured homes. Sales lots on which automobiles or unoccupied mobile or manufactured homes, new or used, are parked for purposes of inspection or sale are not included in this definition. For purposes of this Ordinance mobile home parks shall be considered a residential planned unit development.

MULTIPLE DWELLING. A structure designed or used for residential occupancy by more than one household, with or without separate kitchen or dining facilities, including apartment houses, rooming houses, boarding hotels, hospitals or nursing homes.

NONCONFORMITY. 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.

NON-RIPARIAN LOT. A lot that does not abut public waters of the State.

OPEN SPACE. A portion of a development site that is permanently set aside for private use, is held in common ownership by all individual owners within a development, and will not be developed. Open space shall include wetlands, upland recreational areas, wildlife areas, historic sites, and areas unsuitable for development in their natural state. Open space is not the space between buildings of a cluster in a planned unit development and it does not include an area of 25 feet around each structure or any impervious surface.

ORDINARY HIGH WATER LEVEL. The boundary of public waters and wetlands indicated by 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 (OHW) level is the elevation of the top of the bank of the channel. For reservoirs and flowages, the ordinary high water level is the operating elevation of the normal summer pool. For lakes with established ordinary high water level elevations set by the Minnesota Department of Natural Resources or Hubbard County, the established OHW elevation shall be the legal ordinary high water level for purposes of this ordinance.

PASTURE. Areas where grass or other growing plants are used for grazing and where the concentration of animals is such that a vegetative cover is maintained during the growing season except in the immediate vicinity of temporary supplemental feeding or watering devices.

PERFORMANCE BOND. A bond which may be required by the County Board, Planning Commission, or Board of Adjustment to insure the completion of any activity falling under the jurisdiction of this Ordinance.

PLANNED UNIT DEVELOPMENT (PUD). A type of development characterized by a united site design 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, time-share condominiums; cooperative housing; 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; mobile home parks; resorts; hotels; motels; and conversions of structures and land uses to these uses.

PLANNED UNIT DEVELOPMENT, COMMERCIAL. Uses that provide transient, short-term lodging spaces, rooms or parcels with primarily service-oriented operations. Hotel/motel accommodations, bed and breakfast accommodations, resorts, recreational vehicle and camping parks, and other primarily service-oriented activities are examples of commercial planned unit developments.

PLANNED UNIT DEVELOPMENT, RESIDENTIAL. A use where the nature of residency is non-transient and the major or primary focus of the development is not service-oriented. For example: single family residences; duplexes; triplexes; residential apartments; mobile home parks; condominiums; time share condominiums; townhouses; cooperatives; and conversions of structures and land uses to these. To qualify as a residential planned unit development, a development must contain at least five dwelling units or sites.

PLANNING COMMISSION. The Hubbard County Planning Commission as duly appointed by the Hubbard County Board of Commissioners.

PLATFORM. A horizontal, unenclosed platform without railings, seats, trellises, or other features attached or functionally related to a principal use or site at ground level or at any point extending above ground level but less than three (3) feet above the ground. Platforms with railings, seats, trellises or other features shall be regulated as decks regardless of height above ground level.

PRIVATE ROAD. A road providing access to one or more lots which is not dedicated to or maintained by the public.

PUBLIC ROAD. Any vehicular way which is an existing federal, state, county, or township roadway; or is shown upon a certificate of survey, minor subdivision, or plat approved pursuant to law as dedicated to public use; or is dedicated for public use.

PUBLIC WATERS. Any waters as defined in Minnesota Statutes, Section 103G.005, subdivision 15-18. However, no lake, pond or flowage of less than 25 acres in size will be regulated for purposes of these parts. A body of water created by a private user where there was no previous shoreland shall be exempt from the provisions of this ordinance. The official determination of the size of public water basins and physical limits of drainage areas of rivers and streams shall be made by the Commissioner.

REAR LOT LINE. The lot line opposite and most distant from the front lot line.

RECREATIONAL CAMPING VEHICLE. Any of the following:

1. Travel trailer means a vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational, and vacation uses.
2. Pick-up coach means a structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation, and vacation.

3. Motor home means a portable, temporary dwelling to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle.
4. Camping trailer means a folding structure, mounted on wheels and designed for travel, recreation, and vacation use.

RECREATION USE AREA. "Recreation use area" is the area allowed within the shore impact zone for residential lots, conservation subdivisions, planned unit developments, and new resorts.

RECREATIONAL VEHICLE CAMPGROUND. Any area, whether privately or publicly owned, used on a daily, nightly, weekly or longer basis for the accommodation of five or more tents or recreational vehicles, either free of charge or for compensation. Recreational Vehicle Campgrounds are considered commercial planned unit developments.

REPAIRS AND MAINTENANCE. An alteration of the interior or exterior portion of a structure that does not involve the replacement of the main structural frame, walls, or changes in the exterior dimensions of the structure. Repairs and maintenance of an existing structure shall be considered one or more of the following:

- (1) Work performed on the interior of the structure;
- (2) Work performed on the exterior of the structure to include the following:
 - (a) Painting, replacement of siding, windows, doors, soffit, fascia, re-roofing (to include shingles and sheeting), roofing (if roofing replacement does not increase the height by more than two feet, or increase living space) and ornamentation. This also includes replacement of rotten or deteriorated material associated with the replacement of above items that is solely necessary for replacement of the item;
 - (b) Additional doors or windows if no more than 25 percent of the main structural framework is altered, reinforced, and/or replaced;
 - (c) Repairs to foundation provided the existing foundation type is not modified or changed (e.g. a pier foundation remains a pier foundation post-repair, a frost footing foundation remains a frost footing foundation post-repair, etc.) Up to 50 percent of a foundation may be repaired. Any amount over 50 percent constitutes replacement and is not allowed.
 - (d) Incidental repairs to decks and platforms (i.e. new floorboard and/or railings).

Under no conditions shall repairs and maintenance constitute replacement, reinforcement, or alteration (e.g. no sistering of studs/floor joists, etc.) of the main structural frame, walls, or more than 50 percent of the foundation; or changes in the exterior dimensions.

RESIDENTIAL LOT SUITABLE AREA. The minimum area on a residential lot or parcel of land that is the combination of:

1. the minimum contiguous area remaining on a lot or parcel of land after all setback requirements, bluffs, all easements and rights-of-way, historic sites, wetlands, and land below the ordinary high water mark of public waters are subtracted for the purposes of placing structures; and
2. the area meeting or exceeding the site requirements of Minnesota Pollution Control Agency individual sewage treatment system rules, Chapter 7080, for the purpose of soil treatment or drainfield areas and future additional sites.

RESORT. A private commercial recreational development which includes multiple units

intended for habitation on a temporary basis for relaxation or recreational purposes.

RIPARIAN LOT. Any lot which is bounded on one or more sides by public waters frontage.

SEMI-PUBLIC USE. 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.

SENSITIVE RESOURCE MANAGEMENT. 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.

SEPTIC TANK. Any water tight, covered receptacle designed and constructed to receive the discharge of sewage from a building's sewer, to separate solids from liquids, digest organic matters, and store liquids for a period of detention, and allow the liquids to discharge to a soil treatment system.

SETBACK. Effective July 13, 2006, 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. Decks must also meet the setback requirements of the ordinance and must be measured from the nearest point on the deck to the feature in question.

SEWER SYSTEM. Pipelines, conduits, pumping stations, force main and all other construction, devices, appliances, or appurtenances used for conducting sewage or industrial or other wastes to a point of ultimate disposal.

SHORE IMPACT ZONE. Land located between the ordinary high water level of a public water and a line parallel to it at a setback of 50 percent of the structure setback required by this ordinance.

SHORELAND. 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 500 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 where approved by the Commissioner.

SIDE LOT LINE. Any lot line which meets the end of a front lot line and any other lot line within thirty degrees of being parallel to such a line, except a front lot line.

SIDEWALK. A hard surfaced pedestrian path.

SIGNIFICANT HISTORIC SITE. Any archeological site, standing structure, or other property that meets the criteria for eligibility to 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.

SINGLE FAMILY RESIDENTIAL USE. The use of the land or buildings for a single family dwelling.

SINGLE HOUSEHOLD DWELLING. A structure, designated or used for residential occupancy by one household.

SOIL TREATMENT SYSTEM. A system where sewage tank effluent is treated and disposed of into the soil by percolation and filtration, and includes trenches, seepage beds, drainfields, at-grade systems, and mound systems".

SPECIAL STRUCTURE. A special structure not subject to one or more setback requirements which have been prescribed by this Ordinance.

STAIRWAY A series of steps or flights of steps for passing from one level to another.

STEEP SLOPE. Land where agricultural activity or development is either not recommended or described as poorly suited due to slope steepness and the soil characteristics of the site, 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 slopes over twelve percent, as measured over horizontal distances of fifty feet or more, that are not bluffs.

STRUCTURE. That which is built or constructed, an edifice or building or appurtenance thereto, or any piece of work artificially built up, or composed of parts joined together in some definable manner, except aerial or underground utility lines such as: sewer, electric, telephone, telegraph, gas lines, towers, poles, and other supporting appurtenances.

SUBDIVIDER. Any person who undertakes the subdivision of land as defined herein. The subdivider may be the owner or the authorized agent of the owner of the land to be subdivided.

SUBDIVISION. Land that is divided for the purpose of sale, rent or lease, including planned unit developments.

SURFACE WATER-ORIENTED COMMERCIAL USE. 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.

TEMPORARY STRUCTURE. Any structure which has been erected or moved onto a lot in order to be utilized for any purpose for a limited period of time not to exceed 180 consecutive days in a calendar year.

TOE OF THE BLUFF. The lower point of a 50-foot segment with an average slope exceeding 18 percent.

TOP OF THE BLUFF. The higher point of a 50-foot segment with an average slope exceeding 18 percent.

UNINCORPORATED AREA. The area outside of the incorporated area of a city.

VARIANCE. Any modification or variation of official controls where it is deemed that, by reason of exceptional circumstances, the strict enforcement of the official controls would cause unnecessary hardship. A variance shall not be used to permit a use in a district where it is not allowed under the terms of the Ordinance.

WATER-ORIENTED ACCESSORY STRUCTURE OR FACILITY. 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 would need to be located closer to public waters than the normal structure setback. Examples of such structures include boathouses, gazebos, screen houses, fish houses, pump houses, storage buildings, detached decks. These structures or facilities are not allowed in Hubbard County unless they meet the structure setback provisions of this Ordinance or comply with all provisions of Section 601 Paragraph #3.

WATER SUPPLY PURPOSE. Any use of water for domestic, commercial, industrial or agricultural purpose.

WETLAND. Any lands as defined in Minnesota Statutes, section 103G.005, subdivision 19. These lands are transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water. Wetlands must have the following three attributes:

- (1) have a predominance of hydric soils;
- (2) are inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions; and
- (3) under normal circumstances support a prevalence of such vegetation.

**ARTICLE II
PUBLIC WATERS CLASSIFICATION SYSTEM**

The public waters of Hubbard County have been classified below consistent with the criteria found in Minnesota Regulations, Part 6120.3300, and the Protected Waters Inventory Map for Hubbard County, Minnesota.

The shoreland areas for the waterbodies listed in Sections 201 through 207 shall be as defined in Section 101 of this Ordinance for those waterbodies listed here and as shown on the Official Shoreland Management Map for Hubbard County. The public waters of Hubbard County have been classified as follows:

Section 201. Natural Environment

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>	<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
29-6	No Name	Badoura	29-104	No Name	Mantrap
29-8	Mastny	White Oak	29-112	No Name	Mantrap
29-10	Gauldin	White Oak	29-120	No Name	Thorpe
29-11	No Name	White Oak	29-137	Dehart	Guthrie
29-13	Mary	White Oak	29-139	Kimball	Guthrie
29-21	No Name	White Oak	29-158	No Name	Hubbard
29-24	No Name	Akeley-White Oak	29-159	No Name	Hubbard
29-26	No Name	Akeley	29-160	No Name	Hubbard
29-35	No Name	Akeley	29-181	No Name	Lake Emma
29-49	Lester	Steamboat River	29-182	Sixteen	Lake Emma
29-54	Spring	Lakeport	29-183	Little Rice	Lake Emma
29-55	No Name	Lakeport	29-189	Beaver	Lake Emma
29-57	No Name	Lakeport	29-211	No Name	Clay
29-63	Hart	Hart Lake	29-213	No Name	Clay
29-64	No Name	Hart Lake	29-229	Rosie	School- craft
29-76	Knutson Guthrie	Farden-	29-233	Hubbard	School- craft
29-79	No Name	Crow Wing Lake	29-257	Many Arms	Arago
29-84	No Name	Crow Wing Lake	29-267	Lower Mud	Arago- Clover
29-94	Tamarack	Nevis	29-273	No Name	Clover
29-95	Holland-Lucy	Nevis	29-280	Rose	Clover
29-97	Clausens	Mantrap- Nevis	29-284	Upper Mud	Clover
29-102	No Name	Mantrap	29-304	Bond	Lake Hattie
			29-308	No Name	Fern
			29-311	No Name	Straight River

<u>Lake I.D.</u> <u>Number</u>	<u>Lake Name</u>	<u>Township</u>	<u>Lake I.D.</u> <u>Number</u>	<u>Lake Name</u>	<u>Township</u>
29-1	Kettle	Badoura	29-89	Shallow	Nevis
29-3	Nagel	Badoura	29-96	Shinker	Nevis
29-4	Mud	Badoura	29-98	Waboose	Mantrap
29-7	Island	White Oak	29-99	No Name	Mantrap
29-16	Hay	White Oak	29-101	Crooked	Mantrap
29-18	Little Ham	White Oak	29-105	No Name	Mantrap
29-20	Loon	White Oak	29-106	No Name	Mantrap
29-22	Steel	Akeley - White Oak	29-108	Coon	Mantrap
29-23	Robinson Oak	Akeley-White	29-116	Crow Wing	Mantrap
29-29	Schroeder	Akeley	29-119	Mud	Thorpe
29-33	Little Bass	Akeley	29-126	Gillette	Hendrickson
29-34	Upper Bass	Akeley	29-128	Island	Hendrickson
29-41	Cramer	Akeley	29-130	Twenty-One	Hendrickson
29-43	Shingobee	Akeley	29-131	Nelson	Hendrickson
29-44	Mud	Akeley	29-134	Upper Thatcher	Guthrie
29-58	Willow	Lakeport	29-135	Hatchers	Guthrie
29-59	Horseshoe	Lakeport	29-136	Horsehead	Guthrie
29-60	Oak	Lakeport	29-144	Sunday	Nevis- Henrietta
29-65	Mud	Farden	29-145	Round	Nevis- Henrietta
29-67	Little Midge	Farden	29-147	Petit	Lake Emma
29-68	Bowman	Farden	29-154	Tepee	Clay-Thorpe
29-73	Owl	Akeley- Mantrap	29-155	Sheridan	Lake George
29-74	Indian	Akeley- Mantrap	29-157	Upper Twin	Hubbard
29-78	4th Crow Wing	Crow Wing Lake	29-163	Deer	Henrietta- Lake Emma
29-80	Little Stony	Crow Wing Lake	29-164	Sweitzer	Henrietta
29-81	Wolf	Crow Wing Lake	29-165	Rockwell	Henrietta
29-82	No Name	Crow Wing Lake	29-168	Mud	Henrietta
29-83	Bladder	Crow Wing Lake	29-169	Peysenski	Henrietta
29-87	Palmer	Crow Wing Lake	29-170	Ida	Henrietta- Lake Emma
			29-171	Ingram	Henrietta- Lake Emma
			29-172	Stocking	Lake Emma
			29-175	Stony	Lake Emma
			29-177	Rice	Lake Emma
			29-187	Dead Horse	Lake Emma
			29-195	Deep	Clay
			29-197	Pine	Clay

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
29-199	Birch	Clay
29-202	Sawyer	Clay
29-206	Buck	Clay
29-212	Skunk	Clay
29-215	Schoolcraft	Clay-Lake George
29-217	Paine	Lake George
29-218	Shanty	Lake George
29-227	Evergreen	Schoolcraft
29-230	Wolf	Schoolcraft
29-231	Twenty	Schoolcraft
29-234	Minnie	Schoolcraft
29-235	Arrow	Rockwood
29-237	Newman	Rockwood
29-239	Spearhead	Rockwood
29-240	Lilypad	Rockwood
29-241	Frontenac	Rockwood
29-245	Emma	Lake Hattie-Schoolcraft
29-246	Hennepin	Fern-Rockwood
29-247	Moran	Straight River
29-248	Lord	Straight River
29-251	Mud	Todd
29-255	Bunness	Arago
29-258	No Name	Arago
29-265	Beden	Arago
29-266	Sloan	Arago
29-269	No Name	Clover
29-272	Sibilant	Clover-Lake Alice
29-275	Blacksmith	Clover
29-276	Upper Camel	Clover
29-277	Coon	Clover
29-288	Brisbane	Lake Alice
29-289	Mary	Lake Alice
29-291	Spider	Lake Alice
29-292	Beauty	Lake Alice
29-297	Assawa	Lake Hattie
29-301	Beauty	Lake Hattie
29-303	Lost	Lake Hattie
29-307	Diamond	Fern
29-310	Brush	Straight River
29-312	Cedar	Clover

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
<u>Boundary Lakes</u>		
11-503	Bess (with Cass County)	Akeley
80-19	Mud (with Wadena County)	Crow Wing Lake

Section 202. Recreational Development Lakes

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
29-2	Mow	Badoura
29-5	Tripp	Badoura
29-15	Williams	White Oak
29-17	Ham	White Oak
29-25	9th Crow Wing	Akeley-White Oak
29-32	Big Bass	Akeley
29-36	11th Crow Wing	Akeley
29-45	10th Crow Wing	Akeley
29-48	Benedict	Steamboat River
29-61	Garfield	Hart Lake-Lakeport
29-66	Midge	Farden
29-71	Grace	Farden
29-72	8th Crow Wing	Nevis-White Oak
29-75	Kabekona	Hendrickson-Lakeport-Steamboat River
29-77	3rd Crow Wing	Crow Wing Lake
29-85	2nd Crow Wing	Crow Wing Lake
29-86	1st Crow Wing	Crow Wing Lake
29-88	Island	Crow Wing Lake
29-90	Deer	Nevis
29-91	7th Crow Wing	Nevis
29-92	5th Crow Wing	Nevis

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
29-93	6th Crow Wing	Nevis
29-110	Dead	Mantrap
29-117	Spider	Mantrap
29-142	Duck	Crow Wing Lake-Hubbard
29-143	Big Stony	Crow Wing Lake-Hubbard
29-146	Belle Taine	Henrietta-Nevis
29-148	Upper Bottle	Lake Emma
29-149	Ojibway	Lake Emma-Mantrap
29-150	Little Sand	Lake Emma-Henrietta
29-151	Big Mantrap	Mantrap-Clay-Thorpe-Lake Emma
29-156	Plantaganet	Helga-Rockwood
29-161	Long	Henrietta-Hubbard
29-162	Boulder	Henrietta
29-178	Pickereel	Lake Emma
29-180	Lower Bottle	Lake Emma
29-184	Blue	Lake Emma
29-185	Big Sand	Lake Emma
29-186	Emma	Lake Emma
29-188	Gilmore	Lake Emma
29-190	Loon	Lake Emma
29-208	Bad Axe	Clay
29-216	Lake George	Lake George
29-242	Fish Hook	Henrietta-Todd
29-243	Potato Emma	Arago-Lake

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
29-249	Hinds	Straight River
29-250	Portage	Todd
29-254	Island	Arago
29-256	Eagle	Arago
29-286	Alice	Lake Alice
29-300	Hattie	Lake Hattie
29-309	LaSalle	Fern
29-313	Little Mantrap	Clover

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
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Boundary Lakes

11-502	Crystal (with Cass County)	White Oak
11-504	Steamboat (with Cass County)	Hart Lake
11-505	Little Wolf (with Cass County)	Farden
4-79	Wolf (with Beltrami County, in Miss. Headwaters Board corridor and jurisdiction)	Farden
15-1	Big LaSalle (with Clearwater County)	Lake Hattie

Section 203. General Development Lakes

<u>Lake I.D. Number</u>	<u>Lake Name</u>	<u>Township</u>
11-203	Leech (on the boundary with Cass County)	Steamboat River

Section 204. Special Protection River Segments

<u>River</u>	<u>From</u>	<u>To</u>
Mississippi	Border of Hubbard and Clearwater Counties, in Miss. Headwaters Board corridor and jurisdiction	North section line, Sec. 17, T145N, R35W
Mississippi	South section line, Sec. 8, T145N, R35W, in Miss. Headwaters Board corridor and jurisdiction	Border of Hubbard and Beltrami Counties

Section 205. Remote River Segments

<u>River</u>	<u>From</u>	<u>To</u>
Schoolcraft	South section line, Sec. 28, T144N, R34W	Inlet of Plantagenet Lake in in Sec. 18, T145N, R33W
Crow Wing	Outlet of Second Crow Wing Lake in Sec. 21, T139N, R33W	Border of Hubbard and Wadena Counties

Section 206. Forested River Segments

<u>River</u>	<u>From</u>	<u>To</u>
Schoolcraft	U.S. 71 bridge in Sec. 20, T143N, R34W	North section line, Sec. 33, T144N, R34W
Crow Wing	Outlet of Fifth Crow Wing Lake in Sec. 30, T140N, R33W	Inlet of Fourth Crow Wing in Sec. 4, T139N, R33W
Shell	Border of Becker and Hubbard Counties	Border of Hubbard and Wadena Counties
Shell	Border of Hubbard and Wadena Counties	Inlet of Upper Twin Lake in Sec. 31, T139N, R34W
Shell	Border of Hubbard and Wadena Counties	Confluence with Crow Wing River in Sec. 32, T139N, R33W
Fish Hook	Confluence with Straight River in Sec. 7, T139N, R34W	Confluence with Shell River in Sec. 30, T139N, R34W
Straight	Border of Becker and Hubbard Counties	Confluence with Fish Hook River in Sec. 7, T139N, R34W

Section 207. Tributaries

<u>Name</u>	<u>From</u>	<u>To</u>
LaSalle	Sec. 7 (at Hwy. 200) T143N, R35W	Sec. 19, T145N, R35W (confluence with Mississippi River)
Hennepin Creek	Sec. 28 (at Basin 29-564) T144N, R35W	Border of Hubbard and Beltrami Counties

Section 207. Tributaries (Continued)

<u>Name</u>	<u>From</u>	<u>To</u>
Schoolcraft	Sec. 32 (at Basin 29-215) T143N, R34W	Sec. 20 (at U.S. 71) T143N, R34W
Schoolcraft Creek	Sec. 7 (at Basin 29-198) T142N, R34W	Sec. 5 (at Basin 29-215) T142N, R34W
Unnamed to Schoolcraft Creek	Sec. 17 (at Basin 29-527) T142N, Schoolcraft Creek) T142N, R34W	Sec. 8 (at confluence with
Birch Creek	Sec. 2 (at Basin 29-286) T143N, R35W	Sec. 4 (at confluence with Schoolcraft River) T143N, R34W
Lake Alice Creek	Sec. 15, T143N, R35W	Sec. 11 (at Basin 29-286) T143N, R35W
Unnamed to Lake Alice	Sec. 9 (at Basin 29-535) T143N, R35W	Sec. 2 (at Basin 29-286) T143N, R35W
Unnamed to Birch Creek	Sec. 35 (at Basin 29-304) T144N, R35W	Sec. 36 (at confluence with Birch Creek) T144N, R35W
Alcohol Creek	Sec. 15 (at Basin 29-216) T143N, R34W	Sec. 21 (at confluence with Schoolcraft River) T144N, R34W
Frontenac Creek	Sec. 27 (at Basin 29-241) T145N, R34W	Sec. 3 (at confluence with Schoolcraft River) T144N, R34W
Rat Creek	Sec. 8 (at Basin 29-227) T144N, R34W	Sec. 28 (at Basin 29-241) T145N, R34W
Skunk Creek	Sec. 6, T144N, R34W	Sec. 8 (at Basin 29-227) T144N, R34W
Dead Creek	Sec. 21 (at Co. Rd. 9) T145N, R34W	Sec. 28 (at Basin 29-241) T145N, R34W
Brokaw Creek	Sec. 11 (at Basin 29-228) T144N, R34W	Sec. 2 (at confluence with Schoolcraft River) T144N, R34W
Cold Creek	Sec. 19, T145N, R33W	Sec. 19 (at Basin 29-156) T145N, R33W
Revoir Creek	Sec. 23 (at Basin 29-239) T145N, R34W	Sec. 13 (at Basin 29-156) T145N, R34W
Necktie River	Sec. 1, T145N, R33W	Sec. 26 (at Basin 11-504) T144N, R32W
Bungashing Creek	Sec. 4, T144N, R33W	Sec. 28, T145N, R32W (at confluence with Necktie River)
Unnamed to Bungashing Creek	Sec. 26, T145N, R33W	Sec. 26, T145N, R33W (at confluence with Bungashing Creek)

Section 207. Tributaries (Continued)

<u>Name</u>	<u>From</u>	<u>To</u>
Pokety Creek	Sec. 24, T144N, R33W	Sec. 29, T144N, R32W (at confluence with Necktie River)
Unnamed to Pokety Creek	Sec. 29, T144N, R32W	Sec. 29, T144N, R32W (at confluence with Pokety Creek)
Unnamed Tributary	Sec. 1 (at Basin 29-54) T143N, R32W	Sec. 1, T143N, R32W (Border of Hubbard and Cass Counties)
Kabekona River	Sec. 24, T144N, R34W	Sec. 1 (Basin 11-203), T142N, R32W
Unnamed to Kabekona River	Sec. 36, T144N, R34W	Sec. 25 (at confluence with Kabekona River) T144N, R34W
Stall Creek	Sec. 13, T143N, R33W	Sec. 12, T143N, R33W (at confluence with Kabekona River)
Gulch Creek	Sec. 28 (at Basin 29-125) T143N, R33W	Sec. 24 (at Basin 29-75) T143N, R33W
Sucker Brook	Sec. 6 (at Basin 29-49) T142N, R32W	Sec. 30 (at Basin 29-75) T143N, R32W
Unnamed to Oak Lake	Sec. 16 (at Basin 29-57) T143N, R32W	Sec. 27 (at Basin 29-60) T143N, R32W
Grassy Creek	Sec. 24, T143N, R32W	Sec. 26, T143N, R32W (at confluence with Kabekona River)
Unnamed to Leech Lake	Sec. 1 (at Basin 29-48) T142N, R32W	Sec. 1 (at Basin 11-203) T142N, R32W
Shingobee River	Sec. 35 (at Basin 29-22) T141N, R32W	Sec. 24, T141N, R32W (Border of Hubbard and Cass Counties)
Unnamed to Steel Lake	Sec. 11 (at Basin 29-14) T140N, R32W	Sec. 2 (at Basin 29-22) T140N, R32W
Unnamed to Island Lake	Sec. 11 (at Basin 29-12) T140N, R32W	Sec. 2 (at Basin 29-7) T140N, R32W
Unnamed to Big Sand Lake R33W	Sec 6 (at Basin 29-151) T141N, R34W	Sec. 23 (at Basin 29-185) T141N,
Sand River	Sec. 35 (at Basin 29-185) T141N, R34W	Sec. 5 (at Basin 29-89) T140N, R33W
Hellcamp Creek	Sec. 24, T140N, R34W	Sec. 19 (at Basin 29-92) T140N, R33W

Section 207. Tributaries (Continued)

<u>Name</u>	<u>From</u>	<u>To</u>
Wallingford Creek	Sec. 25 (at Basin 29-94) T140N, R33W	Sec. 10 (at Basin 29-77) T139N, R33W
Mucky Creek	Sec. 12 (at Basin 29-397) T139N, R33W	Sec. 11, T139N, R33W
Bender Creek	Sec. 18 (at Basin 29-5) T139N, R32W	Sec. 27 (at Basin 29-86) T139N, R33W
Unnamed to Tripp Lake	Sec. 8 (at Basin 29-2) T139N, R32W	Sec. 17 (at Basin 29-5) T139N, R32W
Unnamed to Bender Creek	Sec. 21 (at Basin 29-320) T139N, R32W	Sec. 19, T139N, R32W (at confluence with Bender Creek)
Blueberry River	Sec. 30, T139N, R35W (Border of Hubbard and Becker Counties)	Sec. 31, T139N, R35W (Border of Hubbard and Becker Counties)
Unnamed to Shell River	Sec. 26 (at Basin 29-249) T139N, R35W	Sec. 36, T139N, R35W (at confluence with Shell River)
Fish Hook River	Sec. 36 (at City limits of Park Rapids) T140N, 35W	Sec. 30, T139N, R34W at confluence with Shell River)
Unnamed to Island Lake	Sec. 8 (at Basin 29-255) T141N, R35W	Sec. 5 (at Basin 29-254) T141N, R35W
Unnamed to Island Lake	Sec. 33 (at Basin 29-280) T142N, R35W	Sec. 3 (at Basin 29-254) T141N, R35W
Unnamed to Upper Mud Lake	Sec. 36 (at 29-522) T142N, R35W	Sec. 34 (at Basin 29-284) T142N, R35W
Hay Creek (Border of Hubbard & Becker Co.)	Sec. 18, T141N, R35W	Sec. 22 (at Basin 29-243) T141N, R35W
Unnamed to Potato Lake	Sec. 18 (at Basin 29-177) T141N, R34W	Sec. 19 (at Basin 29-243) T141N, R34W
Potato River	Sec. 31 (at Basin 29-243) T141N, R34W	Sec. 2 (at Basin 29-242) T140N, R35W
Portage River	Sec. 9 (at Basin 29-250) T140N, R35W	Sec. 10 (at Basin 29-242) T140N, R35W
Unnamed to Fish Hook River	Sec. 20 (at Basin 29-161) T139N, R34W	Sec. 19 (at confluence with Fish Hook River) T139N, R34W
Crow Wing River	Sec. 28 (at Basin 29-36) T141N, R32W	Sec. 20 (at Basin 29-92) T140N, R33W
Crow Wing River	Sec. 9 (at Basin 29-78) T139N, R33W	Sec. 20 (at Basin 29-85) T139N, R33W

All protected watercourses in Hubbard County shown on the Protected Water Inventory map for Hubbard County, which is hereby adopted by reference, not given a classification in Sections 204 through 207 of this Ordinance, shall be considered 'tributary'.

Section 208. Established Ordinary High Water Level Elevations.

The following public waters of Hubbard County have an ordinary high water level elevation established.

<u>DNR ID #</u>	<u>LAKE NAME</u>	<u>OHW ELEVATION</u>	<u>HIGHEST KNOWN LAKE ELEVATION</u>	<u>DATUM</u>
4-0079	Big Wolf	1303.1		1929 w/Beltrami County
11-0203	Leech	1294.9		1929
11-0502	Crystal	1397.4		1929 w/Cass County
11-0505	Little Wolf Lake	1306.7		1929
29-0002	Mow	145.70		ASSUM
29-0005	Tripp	1391.8		
29-0025	Ninth Crow Wing	1386.10	1386.58	1929
29-0036	Eleventh Crow Wing	1391.50	1391.7	1929
29-0045	Tenth Crow Wing	1386.10	1386.58	1929
29-0061	Garfield	1312.10		1929
29-0066	Midge Lake	1319.3	1318.31	1929
29-0071	Grace	1329.00		1929
29-0072	Eighth Crow Wing Lake	1386.10	1386.58	1929
29-0075	Kabekona	1297.60		1929
29-0077	Third Crow Wing	1364.5		1929
29-0078	Fourth Crow Wing	1364.5		1929
29-0085	Second Crow Wing	1364.5		1929
29-0086	First Crow Wing	1364.10		1929
29-0087	Palmer	1366.8	1367.13	1929
29-0088	Island	1370.50	1371.21	1929
29-0089	Shallow	1428.3		
29-0090	Deer	1428.3		
29-0091	Seventh Crow Wing	1383.0		
29-0092	Fifth Crow Wing	1381.6		1929
29-0093	Sixth Crow Wing	1381.6		1929
29-0097	Clausens	1428.3		
29-0101	Crooked, East, Middle, & West	1441.50		1929
29-0110	Dead Lake	1440.3	1440.6	1929
29-0117	Spider (Mantrap Twp.)	1433.60		1929
29-0143	Big Stoney	1389.80	1391.11	1929
29-0145	Round	1428.3		
29-0146	Belletaine	1428.30		1929
29-0148	Upper Bottle	1429.50	1429.83	1929

29-0149	Ojibway Lake	1440.3	1440.6	1929
29-0150	Little Sand	1428.30		1929
29-0151	Big Mantrap	1434.70		1929
29-0156	Plantaganet	1343.10		1929
29-0161	Long	1379.70		1929
29-0162	Boulder	1428.60	1429.3	1929
29-0169-01	Peysenski, west bay	1407.5		
29-0169-02	Peysenski, east bay	1408.9		
29-0170	Ida	1428.30		1929
29-0172	Stocking	1430.4		
29-0178	Pickereel	1456.90		1929
29-0180	Lower Bottle	1429.50	1429.83	1929
29-0184	Blue	1443.70	1444.04	1929
29-0185	Big Sand	1428.30		1929
29-0186	Emma	1428.80	1429.7	1929
29-0189	Beaver Lake	1429.30	1428.9	1929
29-190	Loon Lake	1429.20	1429.7	1929
29-0208	Bad Axe	1439.50		1929
29-211	Unnamed	1483.0		1988
29-0212	Skunk	1483.0	1485.2	1988
29-213	Unnamed	1483.0		1988
29-216	Lake George	1416.3	1417.3	1929
29-0227	Evergreen	1381.60		1929
29-0241	Frontenac	1375.7	1375.53	1929
29-0242	Fish Hook	1426.30		1929
29-0243	Potato	1440.50		1929
29-0246	Hennepin	1430.1		
29-247	Moran	1405.0	1405.30	1929
29-248	Lord	1405.0	1405.30	1929
29-249	Hinds	1370.2	1371.12	1929
29-250	Portage	1434.4	1435.10	1929
29-0251	Mud	1426.00		1929
29-0254	Island	1442.10		1929
29-0256	Eagle	1440.80		1929
29-0286	Alice	1419.8	1421.04	1929
29-0292	Beauty	97.7		ASSUM
29-0300	Hattie	148.50		ASSUM
29-0310	Brush	1445.8	1446.8	1929
29-0313	Little Mantrap	1519.80		1929
11-0203	Kabekona Bay of Leech Lake	1294.90		1929

**ARTICLE III
ESTABLISHMENT OF SHORELAND MANAGEMENT DISTRICTS**

Section 301. Establishment of Shoreland Management Districts

The development of shorelands of public waters shall be controlled by means of shoreland management districts which are designated to be compatible with the classification of public waters. For purposes of this Ordinance, the following districts are created:

- | | |
|-----------------------------|-------------------|
| 1. Natural Environment | 5. Remote River |
| 2. Recreational Development | 6. Forested River |
| 3. General Development | 7. Tributary |
| 4. Special Protection | |

Section 302. Management Goals and Objectives

1. The Natural Environment (NE) management district is established to preserve and enhance high quality waters by protecting them from pollution and to protect shorelands of waters which are unsuitable for development; to maintain a low density of development; and to maintain high standards of quality for permitted development.
2. The Recreational Development (RD) management district is established to manage proposed development reasonably consistent with existing development and use; to provide for the beneficial use of public waters by the general public, as well as the riparian owners; to provide for a multiplicity of lake uses; and to protect areas unsuitable for residential and commercial uses from development.
3. The General Development (GD) management district is established to provide minimum regulations in areas presently developed as high density, multiple use areas; and to provide guidance for future growth of commercial and industrial establishments which require locations on protected waters.
4. The Special Protection (SP) management district is established to limit development along unique protected watercourses.
5. The Remote River (RR) management district is established to preserve wilderness and near wilderness settings along protected watercourses.
6. The Forested River (FR) management district is established to maintain existing levels of development densities while preserving the natural setting along protected watercourses.
7. The Tributary (Tr) management district is established to maintain or establish vegetated buffer strips to improve water quality along protected watercourses.

Section 303. Shoreland Management Map

An official shoreland management map, on file at the Office of Environmental Services, Hubbard County Courthouse, is hereby adopted by reference.

**ARTICLE IV
SHORELAND MANAGEMENT DISTRICT REQUIREMENTS**

Section 401. Permitted, Conditional, Special and Non-Permitted Uses

The following table shows the permitted, conditional and non-permitted uses for each of the shoreland management districts. Uses identified with a (P) are permitted provided that all of the requirements of this Ordinance are complied with. Uses identified with a (C) are allowed provided that the applicant meets the specified conditions for that use as prescribed in this Ordinance, and secures a conditional use permit. Uses identified with an (S) are permitted provided that all of the performance standards identified in Section 402 are met. Uses which are identified as (N) non-permitted, or those uses which are not identified in a particular management district, are not allowed.

**Table 1
Use by Public Waters Classification**

<u>Use</u>	<u>Public Waters Classification</u>				<u>All Other River Segments</u>
	<u>NE</u>	<u>RD</u>	<u>GD</u>	<u>SP</u>	
Single Family Residential	P	P	P	P	P
Accessory Uses	P	P	P	P	P
Boathouses	N	N	N	N	N
Duplex, Triplex, Quads	C	P	P	N	C
Agricultural Uses*	S	S	S	S	S
Forest Management*	S	S	S	S	S
Forest Land Conversion	C	C	C	C	C
Extractive Uses*	C	C	C	N	C
Parks & Waysides with Overnight Facilities	C	C	C	C	C
Parks & Waysides with No Overnight Facilities	C	C	C	C	C
Hiking and Riding Trails	C	C	C	C	C
Nature Areas	P	P	P	P	P
Historic Sites	C	C	C	C	C
Mining	P	P	P	P	P
Residential Planned Unit Development	C	C	C	N	C
Mobile Home Parks * (Res. PUD)	C	C	C	N	C
Commercial Planned Unit Development	C	C	C	N	C
Rec. Vehicle Camping Areas* (Comm. PUD)	C	C	C	N	C
Hotels, Motels, Resorts (Comm. PUD)	C	C	C	N	C
Bed & Breakfasts (Comm. PUD)	C	C	C	N	C
Restaurants, Drive-Ins, Dinner Clubs, Taverns & Private Clubs	C	C	C	N	C
Stables, Horsebarns & Barns for Livestock*	C	C	C	C	C
Public Roads	C	C	C	C	C
Campgrounds	C	C	C	C	C
Controlled Access Lot	C	C	C	N	C
Public Access with Boat Launch	C	C	C	C	C
Semi-Public Use	C	C	C	C	C
Public Waters Excavation	C	C	C	C	C
Fish & Wildlife Habitat Improvements*	S	S	S	C	S
Feedlot	N	N	N	N	N
Home Occupation*	S	S	S	S	S
Group Home	C	C	N	C	C
Retail Shops	C	C	C	C	C
Professional Services Business	N	C	C	N	C
Church*	N	C	C	N	N

*These uses must meet the performance standards identified in Section 402.

Section 402. Special Provisions

The following uses are subject to the following provisions in addition to all other requirements of this Ordinance.

1. Accessory buildings must be consistent with Article VI of this Ordinance.
2. Agricultural uses must be consistent with the provisions of Section 906 of this Ordinance.
3. Stables, horsebarns and barns for livestock must be consistent with Section 906 of this Ordinance.
4. Forest management uses must be consistent with Section 907 of this Ordinance.
5. Extractive uses must be consistent with Section 908 of this Ordinance.
6. Fish and Wildlife Habitat Improvements must be consistent with Section 909 of this Ordinance.
7. Mobile Home Parks must be consistent with the following provisions:
 - A. Site plans must be reviewed and recommended to the Hubbard County Board of Commissioners by the Planning Commission.
 - B. Mobile home parks must be licensed by the Minnesota Department of Health (MDH), and must meet all MDH requirements in addition to the requirements of this Ordinance.
 - C. Each mobile home must meet minimum setback from both roads and the ordinary high water mark.
 - D. There shall be a minimum of fifteen (15) feet between the sides of adjacent mobile homes, including their attachments, and a minimum of ten (10) feet between mobile homes when parked end to end.
 - E. Each mobile home site shall be a minimum of 6,000 square feet in area.
 - F. A centralized sewage treatment system which meets all standards, criteria, rules and regulations of the Minnesota Department of Health and Pollution Control Agency must be installed. The system must meet the minimum setback provisions of this Ordinance.
 - G. Individual on-site sewage treatment systems shall not be used unless the site meets the minimum lot size requirements of this Ordinance.
 - H. Vegetative screening shall be maintained for the mobile home park in a manner consistent with the general intent of this Ordinance.
8. Recreational Vehicle Camping Areas must be consistent with the following provisions:
 - A. Site plans must be reviewed and recommended to the Hubbard County Board of Commissioners by the Planning Commission.
 - B. Recreational vehicle camping areas shall be licensed by and meet the minimum requirements of the Minnesota Department of Health in addition to the requirements of this Ordinance.
 - C. All recreational vehicles must meet the setback from the ordinary high water mark for the applicable class of public waters.
 - D. Each recreational vehicle camping site must be a minimum of 3,000 square feet in area.
 - E. A centralized sewage treatment system which meets the standards, criteria, rules and regulations of

the Minnesota Department of Health and Pollution Control Agency must be installed. The system must meet the minimum setback provisions of this Ordinance.

- F. Individual on-site sewage treatment systems shall not be used unless the site meets the minimum lot size requirements of this Ordinance.
 - G. Vegetative screening of the recreational vehicle camping area shall be maintained consistent with the intent of this Ordinance.
9. Home occupations must be consistent with the following provisions:
- A. The home occupation shall be conducted principally by the members of the family occupying the dwelling.
 - B. Conduct of the home occupation shall not change the residential character thereof.
 - C. No more than one employee other than members of the family living on the premises may be employed on or report to the premises.
 - D. Signage shall consist of no more than 1 single or double-faced sign with a maximum area of two square feet per side.
 - E. No outdoor display of goods.
 - F. Except for goods or articles produced on the premises, no stock in-trade shall be sold on the premises.
 - G. Additional need for parking generated by the home occupation shall be limited to three spaces and shall meet all required setbacks.
 - H. All home occupations shall conform to Section 401.
 - I. Should the occupation be a professional service, clients shall not exceed 3 at any one time and related supplies shall not be considered stock-in-trade.
 - J. Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home.
 - K. No outside storage is permitted.
 - L. The home occupation shall not generate sewage of a nature or type that cannot be treated by a permitted on-site sewage treatment system.
10. Church buildings and any accessory structure or facility, which for purposes of this paragraph shall include all parking areas, must be consistent with the following provisions:
- A. The Church building and any accessory structure or facility must be located within tier three (3) or four (4) from the ordinary high water mark of a lake, pond or flowage or the landward extent of a flood plain designated by ordinance, whichever is greater.
 - B. The lot or parcel on which a Church building and any accessory structure or facility is located must be a non-riparian lot or parcel that does not have access to a lake, pond, flowage, river or stream by a controlled access lot, easement or by any other means.

ARTICLE V

HEIGHT AND PLACEMENT REGULATIONS; ZONING PROVISIONS

Except as otherwise specifically provided for in this Ordinance, no new lot shall be created, by plat or by metes and bounds description, which does not meet the following minimum dimensional requirements as specified in this Ordinance. No lot area shall be so reduced or diminished so that the yards or other open spaces are smaller than prescribed herein, nor shall the number of dwelling units be increased in any manner except in conformity with the area regulations in this Ordinance. Lots must not be occupied by any more dwelling units than indicated in Sections 501.1-501.6. Residential subdivisions with dwelling unit densities exceeding those in the tables in Sections 501.1-501.6 can only be allowed if designed and approved as residential planned unit developments per Article X of this Ordinance. The area of any lot shall not be reduced below the minimum standards specified herein.

Section 501. Lot Area and Width Requirements

Following are the area minimum requirements, measured at both the building line on both riparian land non-riparian lots, and at the ordinary high water level on riparian lots and at the front lot line on non-riparian lots, for all lots created after the date of enactment of this Ordinance.

Section 501.1. Natural Environment Lakes

Riparian Lot Area (sq. ft.) – RLSA (sq. ft.) – Width		Non-Riparian Lot Area (sq. ft.) – RLSA (sq. ft.) – Width	
Single	80,000-40,000-200	Single	120,000-60,000-200
Duplex	120,000-60,000-300	Duplex	160,000-80,000-400
Triplex	160,000-80,000-400	Triplex	240,000-120,000-600
Quad	200,000-100,000-500	Quad	320,000-180,000-800

Section 501.2. Recreational Development Lakes - Unsewered Lots

Riparian Lot Area (sq. ft.) – RLSA (sq. ft.) – Width		Non-Riparian Lot Area (sq. ft.) – RLSA (sq. ft.) – Width	
Single	40,000-20,000-150	Single	80,000-40,000-150
Duplex	80,000-40,000-225	Duplex	120,000-60,000-265
Triplex	120,000-60,000-300	Triplex	160,000-80,000-375
Quad	160,000-80,000-375	Quad	200,000-100,000-490

Section 501.3 Recreational Development Lakes - Sewered Lots

Sewered lot area dimensions can only be used if a publicly owned sewer system service is available on the property.

Riparian Lot Area (sq. ft.) – RLSA (sq. ft.) – Width		Non-Riparian Lot Area (sq. ft.) – RLSA (sq. ft.)– Width	
Single	30,000-15,000-100	Single	30,000-15,000-100
Duplex	60,000-30,000-150	Duplex	60,000-30,000-150
Triplex	90,000-45,000-200	Triplex	90,000-45,000-200
Quad	120,000-60,000-255	Quad	120,000-60,000-255

Section 501.4. General Development Lakes

Riparian Lot Area (sq. ft.) – RLSA (sq. ft.) – Width		Non-Riparian Lot Area (sq. ft.) – RLSA (sq. ft.) – Width	
Single	20,000-10,000-100	Single	40,000-20,000-150
Duplex	40,000-20,000-180	Duplex	80,000-40,000-265
Triplex	60,000-30,000-260	Triplex	120,000-60,000-375
Quad	80,000-40,000-340	Quad	160,000-80,000-490

Section 501.5. Special Protection River Segments

The minimum lot size for both riparian and non-riparian lots in the special protection management district is ten (10) acres.

Section 501.6. Minimum Width of River Segments and Tributaries

	<u>Special Protection</u>	<u>Remote</u>	<u>Forested</u>	<u>Tributaries</u>
Single	330	300	200	150
Duplex	450	450	300	225
Triplex	600	600	400	300
Quad	750	750	500	375

These minimum width requirements apply to both riparian and non-riparian lots.

Section 501.7. Minimum Width at Rear Lot Line

The minimum lot width at the rear lot line shall be no less than 50% of the minimum lot width standard, prescribed in Sections 501.1 through 502.4, at the building line, and the ordinary high water level on riparian lots and the front lot line on non-riparian lots.

Section 501.8 Minimum Depth of River Lots

The minimum depth on all special protection, remote, forested, and tributary river riparian and non-riparian lots created after the date of enactment of this Ordinance shall be 267 feet.

Section 501.9 Minimum Residential Lot Suitable Area of River Lots

The minimum residential lot suitable area (RLSA) on all remote, forested, and tributary river lots created after the date of enactment of this Ordinance shall be 20,000 square feet with 50 percent of the RLSA being contiguous.

Section 502. Setback Provisions

Structures constructed, or placed, after the date of enactment of this Ordinance shall meet the setbacks prescribed in this section. When more than one setback applies to a site, structures or facilities must be located to meet all setbacks.

Section 502.1. Natural Environment Lakes

Structure setback from ordinary high water level	150 Ft.
Structure, sewage treatment system and driveway setback from side lot line	10 Ft.
Structure and sewage treatment system setback from rear lot line	10 Ft.
Structure setback from unplatted cemetery	50 Ft.
Structure setback from Federal, State, or County Highway Right of Way	50 Ft.
Structure setback from Right of Way of other public roads	20 Ft.
Structure and ISTS setback from top of bluff	30 Ft.
Sewage soil treatment system setback from ordinary high water level	150 Ft.

Impervious surface coverage shall not exceed 25 percent of the lot area.

Section 502.2. Recreational Development Lakes

Structure setback from ordinary high water level	100 Ft.
Structure, sewage treatment system and driveway setback from side lot line	10 Ft.
Structure and sewage treatment system setback from rear lot line	10 Ft.
Structure setback from unplatted cemetery	50 Ft.
Structure setback from Federal, State or County Highway Right of Way	50 Ft.
Structure setback from Right of Way of other public roads	20 Ft.
Structure and ISTS setback from top of bluff	30 Ft.
Sewage soil treatment system setback from ordinary high water level*	150 Ft.
<i>Impervious surface coverage shall not exceed 25 percent of the lot area.</i>	

Section 502.3. General Development Lakes

Structure setback from ordinary high water level	75 Ft.
Structure, sewage treatment system and driveway setback from side lot line	10 Ft.
Structure and sewage treatment system setback from rear lot line	10 Ft.
Structure setback from unplatted cemetery	50 Ft.
Structure setback from Federal, State or County Highway Right of Way	50 Ft.
Structure setback from Right of Way of other public roads	20 Ft.
Structure and ISTS setback from top of bluff	30 Ft.
Sewage soil treatment system setback from ordinary high water level*	150 Ft.
<i>Impervious surface coverage shall not exceed 25 percent of the lot area.</i>	

Section 502.4. Special Protection River Segments

Structure setback from ordinary high water level	200 Ft.
Structure, sewage treatment system and driveway setback from side lot line	10 Ft.
Structure and sewage treatment system setback from rear lot line	10 Ft.
Structure setback from unplatted cemetery	50 Ft.
Structure setback from Federal, State or County Highway Right of Way	50 Ft.
Structure setback from Right of Way of other public roads	20 Ft.
Structure and ISTS setback from top of bluff	30 Ft.
Sewage soil treatment system setback from ordinary high water level	150 Ft.
<i>Impervious surface coverage shall not exceed 25 percent of the lot area.</i>	

Section 502.5. Remote River Segments

Structure setback from ordinary high water level	200 Ft.
Structure, sewage treatment system and driveway setback from side lot line	10 Ft.
Structure and sewage treatment system setback from rear lot line	10 Ft.
Structure setback from unplatted cemetery	50 Ft.
Structure setback from Federal, State or County Highway Right of Way	50 Ft.
Structure setback from Right of Way of other public roads	20 Ft.
Structure and ISTS setback from top of bluff	30 Ft.
Sewage soil treatment system setback from ordinary high water level	150 Ft.
<i>Impervious surface coverage shall not exceed 25 percent of the lot area.</i>	

Section 502.6. Forested River Segments

Structure setback from ordinary high water level	150 Ft.
Structure, sewage treatment system and driveway setback from side lot line	10 Ft.
Structure and sewage treatment system setback from rear lot line	10 Ft.
Structure setback from unplatted cemetery	50 Ft.
Structure setback from Federal, State or County Highway Right of Way	50 Ft.
Structure setback from Right of Way of other public roads	20 Ft.
Structure and ISTS setback from top of bluff	30 Ft.
Sewage soil treatment system setback from ordinary high water level*	150 Ft.
<i>Impervious surface coverage shall not exceed 25 percent of the lot area.</i>	

Section 502.7. Tributaries

Structure setback from ordinary high water level	150 Ft.
Structure, sewage treatment system and driveway setback from side lot line	10 Ft.
Structure and sewage treatment system setback from rear lot line	10 Ft.
Structure setback from unplatted cemetery	50 Ft.
Structure setback from Federal, State or County Highway Right of Way	50 Ft.
Structure setback from Right of Way of other public roads	20 Ft.
Structure and ISTS setback from top of bluff	30 Ft.
Sewage soil treatment system setback from ordinary high water level*	150 Ft.
<i>Impervious surface coverage shall not exceed 25 percent of the lot area.</i>	

* See Section 801 Paragraph #3 for special circumstances

Section 503. Bluff Impact Zones

Structures or facilities, except stairways, sidewalks, lifts, and landings, must not be placed within bluff impact zones.

Section 504. Height of Structures

No structures, except churches and non-residential agricultural structures, shall exceed thirty-five (35) feet in height. Free standing guest cottages shall not exceed fifteen (15) feet in height. Guest cottages constructed above garages may not exceed 25 feet.

Section 505. Uses Without Water-Oriented Needs

Uses without water-oriented needs will be encouraged to locate on lots or parcels without public water frontage. If located on lots or parcels with public water frontage, such uses 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.

Section 506. Guest Cottages

One guest cottage will be allowed on lots meeting or exceeding the duplex lot area and width dimension requirements prescribed in Section 501 of this Ordinance, provided the following minimum 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 unit.
2. A guest cottage must not cover more than 700 square feet of land surface and must not exceed 15 feet in height unless such structure is constructed above a garage. In such cases the maximum height shall be 25 feet.

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.
4. If sanitary facilities are to be provided with a guest cottage, such facilities shall utilize the same treatment system as the principal structure, except in cases where topographic features would result in practical difficulties during installation as determined by the Environmental Services Officer.

Section 507. Design Criteria for Structures

Structures must be placed, and lots developed, in accordance with the following design criteria:

Section 507.1. High Water Elevations

Structures must be placed in accordance with any floodplain regulations applicable to the site. Where such controls do not exist, the elevation to which the lowest floor, including basement floors (whether finished, unfinished, dirt, or other), is placed 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. for rivers and streams, by placing the lowest floor at least three feet above the flood of record, if data are available. If data are not available, by placing the lowest floor at least three feet above the ordinary high water level, or by conducting a technical evaluation to determine the effects of proposed construction upon flood stages and flood flows and to establish a flood protection elevation. Under all three approaches, technical evaluations must be done by a qualified engineer or hydrologist consistent with Statewide Floodplain Management Rules parts 6120.5000 to 6120.6200. If more than one approach is used, the highest flood protection elevation determined must be used for placing structures and other facilities.

Section 507.2. Stairways, Sidewalks, 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, sidewalks, lifts and landings must meet the following design requirements:

1. stairways, sidewalks and lifts must not exceed four feet in width on residential lots. Wider stairways, and sidewalks may be used for commercial properties, public open-space recreational properties, and planned unit developments if specifically authorized in a conditional use permit;
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 allowed for commercial properties, public open-space recreational properties, and planned unit developments if specifically authorized in a conditional use permit;
3. canopies or roofs are not allowed on stairways, sidewalks, lifts, or landings;
4. stairways, sidewalks, lifts or 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, sidewalks, and accompanying landings can be placed into the ground on slopes of 18% or less without need of a permit;
6. In-ground stairways, sidewalks, and accompanying landings on slopes over 18% require a plan prepared by a licensed engineer and a grading and filling permit. The volume of earthen materials to be moved in the engineered plan that exceeds the maximum permitted quantities of earthen material movement stipulated by Section 902 of this Ordinance is exempt from the need for a variance for the quantity of material to be

moved that is in excess of the maximum permitted amount;

7. all construction of stairways, sidewalks, lifts or landings must be done with environmentally friendly materials;
8. lifts require a building permit and pre-permit site inspection by the Environmental Services Office. If erosion is occurring on an existing access path, then the erosion problem on the path must be restored as a condition of the permit. An existing access path whose use will be discontinued upon installation of the lift must be fully revegetated and restored as a condition of the lift permit.
9. stairways, sidewalks, lifts or landings must be located in the most visually inconspicuous portions of lots, as viewed from the surface of the public waters assuming summer, leaf-on conditions, whenever practical; and
10. facilities such as ramps, lifts, or mobility paths for physically handicapped persons are also allowed as a permitted use for achieving access to shore areas, provided that the dimensional and performance standards of this section, and the requirements of the State Building Code, Minnesota Regulations 1341, are complied with.

Section 507.3 Boardwalks

Boardwalks are the required method for achieving access to shore areas across delineated wetlands. Earthen fill strips must be authorized by a variance application to the Board of Adjustment and must comply with the Minnesota Wetland Conservation Act. Boardwalks must meet the following design requirements:

1. boardwalks must not exceed four feet in width on residential lots. Wider boardwalks may be used for commercial properties, public open-space recreational properties, and planned unit developments if specifically authorized in a conditional use permit;
2. landings for boardwalks on residential lots must not exceed 32 square feet in area. Landings larger than 32 square feet may be allowed for commercial properties, public open-space recreational properties, and planned unit developments if specifically authorized in a conditional use permit;
3. canopies or roofs are not allowed on boardwalks or landings;
4. boardwalks may be either constructed above the ground on posts or pilings, or placed onto the ground;
5. boardwalks should be located in the most visually inconspicuous portions of lots, as viewed from the surface of the public waters assuming summer, leaf-on conditions, whenever practical; and
6. Environmentally friendly and federal/state-approved building materials must be used in construction of boardwalks across wetlands.

Section 507.4. Fences

Fences must meet the following design criteria:

1. All fences shall be entirely located upon the property of the party constructing or causing the construction of such a fence.
2. Fences eight feet in height and lower do not require a permit and do not have to meet structure setback requirements. They may be placed up to the more restrictive of either a property line or road right-of-way boundary.
3. Fences in the area between the ordinary high water mark and structure setback must be constructed in a manner that maintains at least a 50% unobstructed view through the fence.

4. No fence shall be constructed so as to create a hazard for traffic on adjacent roads or obstruct the view for drivers exiting a driveway.
5. Construction of fences shall conform to all other applicable local, state, and federal laws.
6. **Exemption.** Fences normally associated with agricultural operations such as barbed wire fencing and snow fencing, fences surrounding home gardens, and driveway entrance markers shall be exempt from the requirements of this Ordinance.

Section 508. Significant Historic Sites

No structure may be placed on an identified 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.

Section 509. Steep Slopes

The Office of Environmental Services with the assistance of the Hubbard County Soil and Water Conservation District and the Natural Resources Conservation Service will evaluate to the extent possible soil erosion impacts and development visibility from public waters before issuing a permit for the construction of sewage treatment systems, shoreland alterations for roads and 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, leaf-on conditions.

Section 510. Building Repairs and Maintenance

The following definitions and provisions shall apply to repairs and maintenance of existing buildings:

1. Repairs and Maintenance shall be defined as: "An alteration of the interior or exterior portion of a structure that does not involve the replacement of the main structural foundation, frame, walls, or changes in the exterior dimensions of the structure." Repairs and maintenance of an existing structure shall be considered one or more of the following:
 - (A.) Work performed on the interior of the structure;
 - (B.) Work performed on the exterior of the structure to include the following:
 - (1.) Painting, replacement of siding, windows, doors, soffit, fascia, re-roofing (to include shingles and sheeting), roofing (if roofing replacement does not increase the height by more than two feet, or increase living space) and ornamentation. This also includes replacement of rotten or deteriorated material associated with the replacement of above items that is solely necessary for replacement of the item;
 - (2.) Additional doors or windows if no more than 25 percent of the main structural framework is altered, reinforced, and/or replaced;
 - (3.) Repairs to foundation provided the existing foundation type is not modified or changed (e.g. a pier foundation remains a pier foundation post-repair, a frost footing foundation remains a frost footing foundation post-repair, etc.) Up to 50 percent of a foundation may be repaired. Any amount over 50 percent constitutes replacement and is not allowed.
 - (4.) Incidental repairs to decks and platforms (i.e. new floor boards and/or railings).

Under no conditions shall repairs and maintenance constitute replacement, reinforcement, or alteration (e.g. no sistering of studs/floor joists, etc.) of the main structural frame, walls, or more than 50 percent of the foundation; or changes in the exterior dimensions.

2. Normal repairs and maintenance, as defined by this ordinance, shall be allowed to buildings. No permit shall be required to perform such work.

Section 511. Temporary Structures

1. Temporary structures must meet all structure setback requirements of this Ordinance.
2. A temporary structure located on a lot for more than 180 consecutive days shall be considered a permanent structure and must have a permit pursuant to Section 1105 of this Ordinance.

Section 512. Recreational Vehicles.

1. Recreational vehicles must meet all structure setback requirements of this Ordinance or setbacks as established by the Hubbard County Board of Adjustment.
2. A recreational vehicle when used as a dwelling unit and located on a lot for more than 180 consecutive days shall be considered a dwelling unit and must have a permit pursuant to Section 1105 of this Ordinance.
3. Recreational vehicles must have self-contained sanitary facilities or comply with the sanitation standards of this Ordinance.
4. Only one recreational vehicle when used as a dwelling unit shall be allowed per lot. This shall not prohibit occasional and intermittent visitors.
5. The parking of uninhabited recreational vehicles for strictly storage purposes is allowed and in cases where a property owner can demonstrate through legal description, or plat, or a certified survey that there is insufficient depth on a lot to accommodate placement of a recreational vehicle per section 502 of this ordinance the Environmental Services Officer may vary the setback administratively.
6. Items 2, 4, and 5 of this section do not apply to licensed recreational vehicle campgrounds.

Section 513. Geothermal Heating/Cooling Systems

1. Installation of geothermal heating/cooling systems shall be allowed. The following standards shall apply:
 - A. All parts of the system must be located behind the required structure setback from the ordinary high water level and if a current dwelling permit is in place no additional permit shall be required.
 - B. Systems unable to be installed in accordance with the standards of this section must be authorized by a variance pursuant to Section 1104 of this Ordinance.

**ARTICLE VI
ACCESSORY USES AND STRUCTURES**

Section 601. Accessory Uses and Structures

Where a lot is devoted to a permitted principal use, customary accessory uses and structures are authorized except as prohibited specifically or by necessary implication in this or any other ordinance. The following special rules are applicable:

1. All accessory buildings and structures, including carports and breezeways, attached to the principal building on a lot shall be made structurally a part thereof and shall comply in all respects with the requirements of the Ordinance applicable to the principal building.
2. All detached accessory buildings or structures shall be located in compliance with all setback requirements applicable to the principal building within the management district with the exception of storage structures as described in Paragraph #3.
3. Each residential lot may have one accessory storage structure located closer to public waters than the structure setback if all of the following standards are met:
 - A. The property owner of record in the Office of the Hubbard County Recorder can demonstrate a permanent disability as evidenced by medical certification such as is currently required for disability parking certificates.
 - B. The storage structure must not exceed ten feet in height, as measured from the foundation to the peak of the roof, and cannot occupy an area greater than 48 square feet.
 - C. The setback of the structure from the ordinary high water level must be at least ten feet.
 - D. The storage structure must be earthtone in color and screened with vegetation to reduce visibility as viewed from public waters and adjacent shorelands.
 - E. The roof may not be used as a deck or storage area.
 - F. The structure must not be designed or used for human habitation and must not contain water supply or sewage treatment facilities.
 - G. Where grading or filling or excavation is necessary for construction a shoreland alteration permit shall be required and there shall be no excavation waterward of the building line.
 - H. Upon sale or transfer of the lot, the structure must be removed from the lot or moved to meet or exceed all structure setback standards unless the new owner can demonstrate a medical disability.
 - I. Any structure or facility not meeting the above criteria, or any additional accessory structures or facilities must meet or exceed structure setback standards.
4. Piers and docks are allowed, but shall be controlled by applicable State and local regulations.

**ARTICLE VII
NONCONFORMITIES AND NONCONFORMING LOTS OF RECORD**

All legally established nonconformities existing as of the date of enactment of this Ordinance may continue provided that they are managed in accordance with applicable state statutes and the following standards.

Section 701. Nonconforming Use of Land

The nonconforming lawful use of land where no structure exists as of the effective date of this Ordinance may continue provided:

1. the nonconforming use of land shall in no way be expanded or extended either on the same or adjoining property.
2. if the nonconforming use of land is changed or discontinued for a period of twelve consecutive months, the new use of such land must be in conformity with the provisions of this Ordinance.
3. uses which are declared to be public nuisances shall not be allowed to continue as legal nonconforming uses.

Section 702. Extension of Nonconforming Uses

A nonconforming use may be extended throughout a building or structure, provided no structural alterations or changes are made therein, except those required by statute or by ordinance or such as may be required for safety, or such as may be necessary to secure or insure the continued use of the building or structure for the duration of its natural life.

Section 703. Change of a Nonconforming Use

A nonconforming use may be changed to a conditional use, only upon approval of a conditional use permit. Whenever a nonconforming use has been changed to a conforming use, it shall not thereafter be changed to a nonconforming use. If a nonconforming use is discontinued for a period of twelve (12) consecutive months, any future use of the building, structure or land shall be in conformance with the terms of this Ordinance.

Section 704. Nonconforming Structures

1. Buildings or structures which were legally constructed prior to the adoption of shoreland controls, but that do not meet the provisions of this Ordinance may continue in use. Any addition or alteration to the outside dimensions of a nonconforming structure shall be allowed by building permit provided that:
 - A. conforming on-site sewage treatment systems and water supply facilities shall be installed in buildings and structures where such systems and/or facilities already exist or are going to be added to the building and/or structure.
 - B. additions or alterations shall not exceed cumulatively, 50% of the exterior two-dimensional square footage dimensions of the structure as it existed on April 15, 1991, as documented in records in the office of the Hubbard County Assessor (any part of the existing structure that will be removed and rebuilt with new construction

materials shall be included in the square footage calculations for both the pre-April 15, 1991 structure and in the 50% addition/alteration square footage allowed);

- C. the lot size meets the standards of a minimum of 12,000 square feet, 75 feet in width at the building line and, for riparian lots, 75 feet in width at the ordinary high water level;
 - D. additions or alterations shall not proceed waterward with the exception of decks and platforms as specified in Section 706 of this Ordinance;
 - E. total cumulative additions or alterations allowed via this permit shall not proceed toward more than two of the following lot lines: left side lot line, right side lot line, rear lot line – with left and right side lot lines identified by facing waterward.
 - F. additions or alterations may be single-story or multi-story. Multi-story additions shall not cumulatively exceed the calculated 50% square footage allowed.
 - G. the height of the proposed addition, or completed structure, shall not exceed the height of the existing structure by more than four feet. This four foot height increase is allowed only for the purpose of tying in rooflines between the addition and existing structure and providing proper roof pitch for drainage. This means that the four foot height increase cannot be used if the addition will have an independent roof system that is not tied into the existing structure's roof. This also means that the existing structure's height cannot be increased up to the four foot maximum allowed height increase unless such is necessary in order to tie in the addition's roof and provide proper roof pitch for drainage. Additional living space shall not be created.
 - H. the original nonconforming structure shall not be modified beyond what is solely necessary to tie in the addition or alteration to the structure.
 - I. the structure is located outside the shore or bluff impact zone.
 - J. any addition or alteration to the outside dimensions of a nonconforming structure that cannot meet these provisions must be authorized by a variance pursuant to Article XI of this Ordinance; and
 - K. all other provisions of this Ordinance are complied with.
2. The roof, if present, shall not be altered for use as a deck, storage area, or any other purpose for which roofs are not normally intended.
 3. No additions shall be allowed to nonconforming accessory structures.
 4. Nonconforming structures are allowed to do repairs and maintenance as defined in this ordinance. A permit is not required for repairs and maintenance as defined herein. Any grandfathered nonconforming structure that is altered, or partially replaced beyond what is allowed under repairs and maintenance shall no longer be considered grandfathered.
 5. Additions to rental units within Commercial Planned Unit Developments shall not exceed

cumulatively, 50% of the square footage of the exterior two-dimensional square footage dimensions of the rental unit. Additions shall not be allowed if units are located in shore or bluff impact zones or if the development exceeds the density limitations as prescribed in Section 1013.

6. Principle residential dwellings which were legally constructed, without variance approval, after the adoption of shoreland controls, but that do not meet the provisions of this Ordinance, may continue in use. Additions or alterations to such principal residential dwellings are allowed provided that all of the provisions of this Ordinance, except the structure setback from the ordinary high water level, are complied with. Additions or alterations shall not be constructed closer to the ordinary high water level than the existing principal residential dwelling.
7. Principal residential dwellings or planned unit development units which were legally constructed or altered or constructed additions by variance approval require a variance for any subsequent additions or alterations.

Section 705. Damage to Nonconforming Structures.

Any nonconforming building or structure located outside of a shore or bluff impact zone, which is damaged by fire, collapse, explosion or acts of God or public enemy, may be restored, reconstructed, or used as before provided that it is done within twelve (12) months of such occurrence. A nonconforming structure located within a shore or bluff impact zone, which is damaged to the extent of 50% of its market value, shall be reconstructed in compliance with the provisions of this Ordinance. Any deviation from these standards must be authorized by a variance pursuant to Article XI of this Ordinance.

Section 706. Deck and Platform Additions

1. Decks that do not meet setback requirements from public waters may be allowed without a variance to be added to structures existing on the date the shoreland structure setbacks were established by ordinance, if all of the following criteria and standards are met:
 - A. a thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing ordinary high water level setback of the structure;
 - B. the deck encroachment toward the ordinary high water level does not exceed fifteen (15) percent of the existing setback of the principal residential dwelling from the ordinary high water level, or does not encroach closer than thirty (30) feet, whichever is more restrictive.
 - C. the platform encroachment toward the ordinary high water level does not encroach closer than thirty (30) feet and the platform encroachment does not exceed 400 square feet in size;
 - D. the deck *is constructed of environmentally friendly materials, and the deck or platform is not roofed or screened;*
2. Existing nonconforming decks or platforms shall not be reconstructed.
3. Existing deck or platform additions to nonconforming accessory structures shall not be reconstructed.

Section 707. Nonconforming Lots of Record

Section 707.1 Nonconforming Lots of Record recorded prior to July 12, 1971

1. This section applies to unimproved lots. An improved lot is defined in Section 111 of this Ordinance and permits for improvements will be issued provided that they comply with all other provisions of this Ordinance.
2. Unimproved tracts of land that were lots of record in the office of the County Recorder on the date of enactment of shoreland controls (July 12, 1971), that do not meet the minimum requirements of Section 501 of this Ordinance may be allowed as building sites without variances from the lot size requirements provided that they meet the following development standards:
 - A. the use is permitted in the shoreland district;
 - B. the lot was created compliant with official controls in effect at that time;
 - C. the structure and sewage treatment setback requirements of Section 502 this Ordinance are met;
 - D. the lot contains a minimum contiguous lawn area, that is free of limiting factors, sufficient for the construction of two standard onsite sewage treatment systems;
 - E. The lot contains an adequate supply of water for domestic purposes that meets or exceeds standards of the Minnesota Department of Health.
 - F. maximum impervious surface coverage shall be less than 25%; and
 - G. the following lot width standards are met:
 1. For Natural Environment Lakes a minimum of 150 feet in width at the building line and, for riparian lots, 150 feet in width at the ordinary high water level.
 2. For Recreational Development Lakes a minimum of 100 feet in width at the building line and, for riparian lots, 100 feet in width at the ordinary high water level.
 3. For General Development Lakes, River Segments and Tributaries a minimum of 75 feet in width at the building line and, for riparian lots, 75 feet in width at the ordinary high water level.
3. Development on lots which do not meet the development standards detailed above, must be authorized by a variance pursuant to Article XI of this Ordinance. In evaluating the variance, the Board of 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.
4. If, in a group of two or more contiguous lots under the same ownership, any individual lot cannot support development meeting the minimum performance standards outlined above, the lot shall not be considered as a separate parcel of land for the purposes of residential building site development. The lot must be combined with one or more contiguous lots

(either unimproved or improved) so that they equal one or more parcels of land, each capable of meeting the above outlined development standards and the Hubbard County Subdivision Ordinance requirements. If the resulting combined lot does not meet Hubbard County Subdivision Ordinance requirements, it must be authorized by a variance pursuant to Section 2, Subdivision B of the Subdivision Ordinance.

707.2 Nonconforming Lots of Record recorded from July 12, 1971 to April 16, 1991.

1. This section applies to unimproved lots. An improved lot is defined in Section 111 of this Ordinance and permits for improvements will be issued provided they comply with all other provisions of this Ordinance.
2. Unimproved lots that were lots of record in the office of the County Recorder from July 12, 1971 to April 15, 1991, that do not meet the minimum requirements of Section 501 of this Ordinance may be allowed as building sites without variances from the lot size requirements provided that:
 - A. the use is permitted in the shoreland district;
 - B. the lot was created compliant with official controls in effect at that time; and
 - C. the sewage treatment and setback requirements of this Ordinance are met;
3. A variance from setback requirements must be obtained before any use, sewage treatment system, or building permit is issued for a lot that does not meet setback requirements. In evaluating the variance, the Board of 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.
4. If, in a group of two or more contiguous lots under the same ownership, any individual lot does not meet the minimum lot width and lot area requirements of Section 501 of this Ordinance, the lot shall not be considered as a separate parcel of land for the purposes of sale or development. The lot must be combined with one or more contiguous lots (either unimproved or improved) so that they equal one or more parcels of land, each meeting the lot area and lot width requirements of Section 501 of this Ordinance. Development on lots which, when combined, do not meet the minimum requirements of this Ordinance or the Hubbard County Subdivision Ordinance, must be authorized by a variance pursuant to Article XI of this Ordinance and Section 2, Subdivision B of the Subdivision Ordinance. Where each contiguous nonconforming lot is an improved lot, as defined herein, said lots are exempt from this provision.

Section 708. Failing Sewage Treatment Systems

A sewage treatment system that does not meet the requirements specified in Article VIII of this Ordinance must be upgraded, at a minimum, at any time that a permit or variance 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 failing if the only deficiency is the setback of the sewage treatment system from the ordinary high water level.

The Hubbard County Board of Commissioners has, by formal resolution, notified the Commissioner of its program to identify failing sewage treatment systems. Hubbard County will require upgrading or replacement of any failing system identified through this program within

one year of identification by the Office of Environmental Services. Commercial properties requiring large collector systems, multiple systems, or cluster systems shall have a period of three years from the date of notification to upgrade or replace any failing system providing a schematic and timetable is submitted to the Hubbard County Environmental Services Office within 30 days of notification of noncompliance. Sewage treatment systems installed according to all applicable local shoreland management standards adopted under MS 103 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, seepage 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 Chapters 7080-7083 for design of on-site sewage treatment systems shall be considered failing. In addition, a system will be required to be upgraded to conform in entirety with all technical standards and criteria of Chapters 7080-7083 when additional bedrooms or water using appliances are added to a dwelling.

**ARTICLE VIII
SANITATION STANDARDS**

Section 801. Sewage Treatment Standards

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

1. Publicly-owned sewer systems must be used where available.
2. All private individual sewage treatment systems must meet or exceed all provisions of the Hubbard County Individual Sewage Treatment System Standard Ordinance and the current edition of the Minnesota Rules, Chapters 7080-7083 in all respects, which is hereby adopted by reference and declared to be a part of this Ordinance. Copies of these documents are on file at the Office of Environmental Services, Hubbard County Courthouse. In all instances where the provisions of this Ordinance are stricter than Chapters 7080-7083, this Ordinance shall prevail.
3. Individual sewage treatment system's soil absorption area must be set back from the ordinary high water level in accordance with the minimum standards specified in Section 502 of this Ordinance. In cases where a property owner can demonstrate through one or more of the following: legal description, plat, certified survey, or a wetland delineation report that there is insufficient depth or area on a lot to accommodate placement of a drainfield per Section 502 of this ordinance, the Environmental Services Officer may vary the setback administratively on recreational development and general development lakes, and forested and tributary rivers, but in no case shall the setback be less than 75 feet on Recreational Development lakes, 50 feet on General Development lakes, 100 feet on Forested Rivers, and 75 feet on Tributary Rivers.
4. Individual sewage treatment systems must be setback from the side lot line and rear lot line in accordance with the minimum standards specified in Section 502 of this Ordinance. In cases where no feasible alternative exists and a written statement signed by all adjacent property owners attests to the location of the property line or a certified survey establishes the property line the Environmental Services Officer may allow a lesser setback administratively.
5. Failing sewage treatment systems shall be regulated and upgraded in accordance with Section 708 of this Ordinance.
6. Privies are an approved method of sewage treatment provided that: Pit privies shall not be installed where the bottom of the pit is less than four feet above the water table. A vault privy shall be used in areas of high ground water. The vault of a vault privy shall be constructed in the same manner as a septic tank as prescribed in Chapter 7080.1900 to 7080.2030. Privies shall be set back from the surface waters, property lines and water supply wells, the same distance as required for soil treatment areas. Where the structure setback exceeds the soil treatment system setback the structure setback shall prevail.

Pits or vaults shall be of sufficient capacity for the residence they serve, and shall have a minimum of 50 cubic feet of capacity. The sides of the pits shall be curbed to prevent cave-in. The superstructure shall be constructed so as to be easily cleaned, and it shall be insect proof. The door and seat shall be self-closing. All openings, including vent

openings, shall be screened. Privies shall be adequately vented.

When the pit is filled to within one foot of the top, the solids shall be removed or a new pit shall be constructed. The abandoned pit shall be filled with clean earth and slightly mounded to allow for settling. Removed solids shall be disposed of by land application in accordance with MPCA guidelines for septage disposal, and consistent with local regulations. All liquids and solids removed from a vault privy shall be treated and disposed of by application in accordance with MPCA septage disposal guidelines.

7. Accessory structures are allowed to be connected to a septic system provided that: 1. the septic connection will comply with all pertinent regulations in this Ordinance, and 2. the system will comply with current sizing requirements, the Individual Sewage System Standards Ordinance, and Minnesota Rules, Chapters 7080-7083.

Section 802. Sewage Treatment Permit Requirements

1. No person, (except as described in paragraph 802 #2) firm or corporation shall install, alter, repair or extend any individual sewage treatment system without first obtaining a license from the MPCA, and until a permit has been issued from the Hubbard County Office of Environmental Services for the specific installation, alteration, repair or extension to be performed.
2. An individual may install, alter, repair or extend an individual onsite sewage treatment system on land that is solely owned or leased by the individual and functions solely as a dwelling or seasonal dwelling for that individual. The individual must first consult with a Designer I or II to submit the required site evaluation and design forms, and then obtain a sanitary permit.

Section 803. Water Supply Standards

All public or private supplies of water for domestic purposes must meet or exceed the standards for water quality of the Minnesota Department of Health and the Minnesota Pollution Control Agency. All wells must be located, constructed, maintained and sealed in accordance with the Well Water Construction Code of the Minnesota Department of Health.

Section 804. Agricultural Waste Disposal

Any agricultural waste disposal operation in shoreland areas must conform to the standards, criteria, rules and regulations of the Minnesota Pollution Control Agency.

**ARTICLE IX
GENERAL SHORELAND REQUIREMENTS**

Section 901. Vegetative Alterations

Removal or alteration of vegetation, except for agricultural and forest management uses as regulated by Sections 906 and 907 of this Ordinance, is allowed subject to the following standards:

1. **The Environmental Services Office is available to assist property owners who have questions or concerns relating to vegetative alterations.** Intensive vegetative clearing within the shore and bluff impact zones and on steep slopes is not allowed, except for access paths, stairways, sidewalks, lifts, landings, and shoreline recreation use areas as stated in this Section. Intensive vegetative clearing for forest land conversion to another use outside of these areas is a conditional use provided an erosion control and sedimentation plan is developed and approved by the Hubbard Soil and Water Conservation District in cooperation with the Natural Resources Conservation Service.
2. In shore and bluff impact zones and on steep slopes, limited pruning and trimming of trees and shrubs is allowed to provide a view to the water from the principal dwelling site and intensive vegetative clearing is allowed to accommodate the placement of stairways, sidewalks, lifts and landings, access paths, and shoreline recreation use areas, 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 so that the structures are at most 50 percent visible from public waters during summer, leaf-on conditions;
 - B. along rivers, existing shading of water surfaces is preserved;
 - C. A ground layer of predominantly perennial vegetation, such as grass, flowers, forbs, or native plants is preserved, maintained, or established in this area. Allowed exceptions from this requirement are stairways, sidewalks, lifts, and landings as specified in Section 507.2 of this Ordinance;
 - D. Access paths shall be no wider than six (6) feet and must be oriented generally perpendicular to the shoreline except in cases where steep slopes or bluff impact zones require generally non-perpendicular to the shoreline designs per consultation with the Environmental Services Office; and
 - E. stairways, sidewalks, lifts, and landings must be located within the six (6) feet width allowed in Item D above for access paths; and
 - F. the above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.
 - G. Only one shoreline recreation use area shall be allowed on each residential lot and it shall not exceed the following dimensions:

Class or District (the maximum distance in feet parallel to shore)	Width	Depth (the maximum distance in feet perpendicular to shore)
Special Protection	10	15
Sensitive Area	10	15
Natural Environment	10	15
Recreational Development	20	15
General Development	30	15
Remote River segments	10	15
Forested and transition river segments	20	15
Agricultural, urban, and tributary river segments	30	15

3. Vegetative alterations necessary for the construction of structures and sewage treatment systems and the construction of roads and parking areas regulated by Section 903 of this Ordinance are exempt from the vegetative alteration standards prescribed in this Section.
4. Use of fertilizer and pesticides in the shoreland management district shall be consistent with best management practices for shorelands. Information relating to best management practices for shoreland lawns may be obtained from the Environmental Services Office.

Section 902. Topographic Alterations/Grading and Filling

1. With some specified exceptions, the following requirements govern when a grading and filling permit will be required:

On steep slopes or within shore and bluff impact zones:

- A. up to five cubic yards of material may be moved per year without need of a permit;
- B. five to ten cubic yards of material per 150' of shoreline may be moved per project by permit;
- C. movement of material exceeding these amounts must be authorized by a variance pursuant to Article XI of this Ordinance.

In the area between the shore impact zone and the structure setback line and outside of steep slopes or shore or bluff impact zones:

- A. up to ten cubic yards of material may be moved per year without need of a permit;
- B. ten to 50 cubic yards of material per 150' of lot width may be moved per project by permit;
- C. movement of material exceeding these amounts must be authorized by a variance pursuant to Article XI of this Ordinance.

Landward of the structure setback line and outside of bluff impact zones:

- A. any amount of material may be moved per project without need of a permit or variance so long as the Ordinance's erosion control measures stated in Sections 901 and 902 are implemented and followed.

Note: In calculating total cubic yards, material is counted once regardless of how often it is moved on the permitted parcel. For example, five cubic yards of material excavated from a side yard and deposited in the back yard is counted as five (5) total cubic yards. Five cubic yards of material excavated from the permitted parcel and removed completely off the permitted parcel is counted as five total cubic yards. Five cubic yards of material brought onto a permitted parcel from an off-parcel location is counted as five total cubic yards.

- 2. Grading and filling and excavations 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 providing that no excavation is to take place in front of the required setback distance save standard construction practices and providing fill is not required to bring the lowest floor three feet above the seasonal high water table. This Item also includes up to four (4) inches in depth of earthen material needed to reestablish vegetation within a twenty (20) foot perimeter of the permitted structure(s) and also over solely the immediate top of a permitted sewage treatment system. However, the grading and filling standards prescribed in paragraph 5 of this section must be incorporated into the issuance of permits for the construction of structures, sewage treatment systems, and driveways. Any further grading, filling, and excavations deemed necessary beyond that outlined in this Item must follow the regulations stated in Item 1 above.
- 3. Public roads and parking areas must meet the requirements prescribed in Section 903 of this Ordinance.
- 4. Property owners may repair damage to a shoreline from a single season of ice damage that occurred within the last twelve months when the ice ridge had been legally altered in prior years providing such work is reported to the Office of Environmental Services. Removal of an ice ridge in all other circumstances must be authorized by a variance pursuant to Article XI of this Ordinance. This means permanent ice ridges may not be removed.
- 5. The following considerations and conditions must be adhered to for the issuance of construction permits, grading and filling permits, conditional use permits, variances and subdivision approvals:
 - A. grading and 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 functional qualities of the wetland, including: sediment and pollutant trapping and retention; storage of surface runoff to prevent or reduce flood damage; fish and wildlife habitat; recreational use; shoreline or bank stabilization; and noteworthiness, including special qualities such as historic significance, and critical habitat for endangered plants and animals. 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 Corp of Engineers.

The applicant is responsible for contacting the local government official administering the Minnesota Wetland Conservation Act. The applicant will be so advised by the Office of Environmental Services;

- B. alterations must be conducted in a manner that ensures that only the smallest amount of bare ground is exposed for the shortest time possible, and shall in no case exceed one year from the date the permit is issued.
 - C. mulches or similar materials must be used, where necessary, for temporary bare soil coverage, and a permanent vegetative cover must be established as soon as possible;
 - D. methods to minimize soil erosion and to trap sediments before they reach any surface water feature must be used;
 - E. altered areas must be stabilized to acceptable erosion control standards consistent with the field office technical guides of the Natural Resources Conservation Service;
 - F. fill or excavated material must not be placed in a manner that creates an unstable slope;
 - G. 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 thirty (30) percent or greater;
 - H. fill or excavated material must not be placed in bluff impact zones;
 - I. any alterations below the ordinary high water level of public waters must first be authorized by the Commissioner of Natural Resources under Minnesota Statutes, Section 103G;
 - J. 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
 - K. placement of natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, may be allowed by permit 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, the height of the riprap above the ordinary high water level does not exceed three feet, and the Environmental Services Office determines the shoreline has a legitimate erosion problem.
6. Excavating where the intended purpose is connection to a public water, such as boat slips, canals, lagoons, and harbors, requires a conditional use permit from the Office of Environmental Services. Such conditional use permit shall only be granted after the Commissioner of Natural Resources has approved the proposed connection to public waters.
7. Whether federal, state or local regulation, the strictest provisions shall prevail.

Section 903. Placement and Design of Roads, Driveways and Parking Areas

1. 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 technical guides of the Natural Resources Conservation Service, or other technical materials.

2. Public watercraft access ramps, approach roads, and access-related parking areas may be placed within shore impact zones provided that the vegetative screening and erosion control conditions of this Section are met and a conditional use permit is obtained per Section 401 of this Ordinance. Private watercraft approach roads and access ramps must be approved by a variance from the Board of Adjustment and must meet the vegetative screening and erosion control conditions of this section.
3. Roads, driveways, and parking areas must meet structure setbacks except for the 10 foot rear lot line structure setback. In cases where preliminary plats are being processed and the local road authority, Planning Commission, or County Board recommends shared approaches and driveways or a recorded ingress and egress easement specifically describes the easement location and boundaries, the 10 foot side lot line setback may be waived.

Section 904. Stormwater Management Standards

1. 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.
2. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and 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.
3. 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.
4. 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 Natural Resources Conservation Service.
5. Newly constructed stormwater outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge.
6. Impervious surface coverage of lots must not exceed 25 percent of the lot area.

Section 905. Special Provisions for Commercial, Industrial, Public and Semipublic Uses

1. 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 uses with water-oriented needs must meet the

following standards:

- A. in addition to meeting impervious coverage limits, setbacks and other dimensional provisions of this ordinance, the uses must be designed to incorporate topographic and vegetative screening of parking areas and structures;
 - B. 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,
 - C. 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:
 - (1) 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 Hubbard County Sheriff;
 - (2) signs may be placed, when necessary, within the shore impact zone if they are designed and sized to be the minimum necessary to convey the location and name of the establishment and the general type 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 lighting, such lights shall be shielded or directed to prevent illumination out across public waters; and
 - (3) 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 section does not preclude the use of navigational lighting.
2. Uses without water-oriented needs are encouraged to locate on lots or parcels without public water frontage. If located on lots with public water frontage, such uses must either be set back double the normal setback from the ordinary high water level or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf-on conditions.

Section 906. Special Provisions for Agricultural Uses

1. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and shore and bluff impact zones are maintained in permanent vegetation or operated under a conservation plan approved by the Hubbard County Soil and Water Conservation District and consistent with the field office technical guides of the Natural Resources Conservation Service, as provided by a qualified agency individual. The shore impact zone for parcels with permitted agricultural land uses is equal to a line parallel to and 50 feet from the ordinary high water level, or half of the structure setback from the ordinary high water level within the particular management district, whichever is greater.
2. Conversion of land from a non-agricultural use to use as pasture or cropland is permitted in all shoreland management districts surrounding lakes, provided that such conversions shall maintain a buffer of five hundred (500) feet from public waters. Land shall be

considered to be used for agricultural purposes if at any time during the ten years immediately preceding the date of enactment of this Ordinance the land was primarily used for agricultural purposes as defined by this Ordinance.

3. Horsebarns, stables and barns for livestock must be setback a minimum of five hundred (500) feet from the ordinary high water mark of public waters.
4. New animal feedlots shall not be allowed within shoreland areas.
5. Agricultural practices and associated uses must be conducted consistent with the provisions of Agriculture and Water Quality "Best Management Practices for Minnesota".
6. Land used as pasture must be a minimum size of five acres.

Section 907. Special Provisions for Forest Management

The harvesting of timber and associated reforestation must be conducted consistent with the provisions of the Minnesota Nonpoint Source Pollution Assessment – Forestry, the provisions of Water Quality in Forest Management "Best Management Practices for Minnesota" and with the following standards:

1. Forest land conversion to another use requires issuance of a conditional use permit and adherence to the following standards:
 - A. shore and bluff impact zones must not be intensively cleared of vegetation; and
 - B. an erosion and sediment control plan is developed and approved by the local soil and water conservation district before issuance of a conditional use permit for the conversion.
2. Use of fertilizer, pesticides, or animal wastes within shorelands must be done in such a way as to minimize impact on the shore impact zone or public water by proper application or use of earth or vegetation.

Section 908. Special Provisions for Extractive Uses

1. An extractive use site development and restoration plan must be developed, approved, and followed over the course of operation of the site. The plan must address dust, noise, possible pollutant discharges, hours and duration of operation, and anticipated vegetation and topographic alterations. The plan must also identify actions to be taken during operation to mitigate adverse environmental impacts, particularly erosion, and must clearly explain how the site will be rehabilitated after extractive activities end.
2. Processing machinery must be located consistent with setback standards for structures from the ordinary high water level of public waters and from bluffs.
3. Mining of metallic minerals and peat, as defined in Minnesota Statutes, Section 93.44 to 93.51, shall be a permitted use provided the provisions of the specified Sections of Minnesota Statute are satisfied.

Section 909. Special Provisions for Fish and Wildlife Habitat Improvements

Fish and wildlife habitat improvements shall be allowed provided that:

1. Such improvements shall be set back a minimum distance of 500 feet from the ordinary high water level.
2. Wildlife ponds must be constructed in compliance with the standards established by the NRCS, the DNR, and all other applicable laws, statutes, rules, ordinances, and regulations.

ARTICLE X
SUBDIVISIONS AND PLANNED UNIT DEVELOPMENTS

Section 1001. Applicability

All plats, replats or modifications thereof shall be submitted to the Hubbard County Planning Commission in the manner set forth in this Ordinance, and shall be in conformity therewith, and with such regulations as may be established by resolution of the Hubbard County Board of Commissioners and with the Hubbard County Subdivision Ordinance, which is hereby adopted by reference and declared to be a part of this Ordinance. Any plat hereafter made for each subdivision or each part thereof lying within the jurisdiction of this Ordinance shall be prepared, presented for approval, modified as required, and recorded as herein prescribed. The regulations contained herein, including the platting requirement, shall apply to the subdivision of a lot, tract or parcel of land into three or more lots, tracts or other division of land of less than five acres in size and to the subdivision of a lot, tract or parcel of land into six or more lots, tracts or other division of land of five acres or more in size. No more than five such lots in combination may be created without platting. Any division of a tract of land involving the sale or exchange of parcels between adjoining owners, where such sale or exchange does not create additional building sites or reduce the original tract below the requirements of this Ordinance may be submitted without a plat. The division of a lot, tract or parcel of land into two lots shall meet the minimum lot requirements of this Ordinance.

Section 1002. Land Suitability

1. Each lot created through the subdivision process, including planned unit developments authorized under the provisions of this Ordinance, must be suitable in its natural state for the proposed use with minimal alteration. Suitability analysis by Hubbard County will consider susceptibility to flooding, existence of wetlands, unique hydrological conditions 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 Hubbard County.
2. Sufficient information must be submitted by the applicant to enable Hubbard County to make a determination of land suitability. The information shall include at least the following:
 - A. topographic contours at ten foot intervals from United States Geological Survey (USGS) maps or more accurate sources, showing limiting site characteristics;
 - B. the surface water features required by 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 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 location of domestic water supply;
 - E. extent of vegetation and topographic alterations;

- F. proposed methods for controlling stormwater runoff and erosion both during, and after, construction activities;
 - G. location of 100 year floodplain areas and floodway districts from existing adopted maps or data;
 - H. a line or contour representing the ordinary high water level, the toe and the top of bluffs, the minimum building setback distances from the top of bluff, and from the public waters, and the minimum drainfield setbacks; and
 - I. near-shore aquatic conditions, including depths, types of bottom sediments, and aquatic vegetation.
3. The Hubbard County Board of Commissioners or its designee (Environmental Services Officer) shall make its decision, in writing, specifying the facts upon which the suitability determination is made. If a determination is made that the land is not suitable for development the applicant will be notified, in writing, regarding the particular facts leading to such determination. The applicant will be afforded the opportunity to appeal such determination in accordance with the procedure for appeal specified in Article XI of this Ordinance.

Section 1003. Consistency with other Controls

1. Subdivisions, and lots created within subdivisions, must conform to all of the official controls prescribed in this Ordinance and the Hubbard County Subdivision Ordinance, which is hereby adopted by reference and declared to be a part of this Ordinance. A subdivision will not be approved where a variance from the official controls will later be needed in order to use a lot as a single family residential dwelling unit lot. A subdivision will not be approved unless domestic water supply is available and a sewage treatment system in full compliance with Section 801 of this Ordinance can be provided for every lot. Each lot in a subdivision shall meet the minimum lot size and dimensional requirements prescribed in Article V of this Ordinance. Each lot shall also include a minimum contiguous lawn area that is free of limiting factors, sufficient for the construction of two standard sewage treatment systems. Subdivisions which include lots that would require holding tanks shall not be approved.
2. Subdivisions of duplexes, triplexes and quads on Natural Environment Lakes must also meet the following standards:
 - A. each building must be set back at least 200 feet from the ordinary high water level;
 - B. each building must have common sewage treatment and water systems in one location and serve all dwelling units in the building;
 - C. watercraft docking facilities for each lot must be centralized in a location and serve all dwelling units in the building; and
 - D. no more than twenty-five (25) percent of the shoreline of a lake shall be in duplex, triplex or quad developments.

Section 1004. Dedications

1. The County Board of Commissioners may require that suitable sites within a subdivision be dedicated or reserved for future public use such as: parks, public access or open space as needed by the particular subdivision.
2. The County Board of Commissioners may require that easements for drainage ways of widths sufficient to accommodate anticipated storm water runoff be provided.
3. The County Board of Commissioners may require that easements for public utilities be provided.

Section 1005. Controlled Access or Recreational Lots

A riparian lot which is intended to be used as a private access to public waters for non-riparian or riparian lots and/or dwelling units in any existing or proposed subdivision, outlot development or planned unit development shall require a conditional use permit, and shall comply with the following provisions:

1. The access lot shall have a minimum width of 200 feet at the water line, and shall extend a minimum of 400 feet back from the ordinary high water level or to the back limits of the development. For each non-riparian lot in excess of six, the width of the lot must be increased by the percent of the minimum lot width requirement for riparian residential lots consistent with the following table. If docking, mooring, or over-water storage of watercraft is intended at a controlled access lot, then the width of the lot must be increased by the percent of the minimum lot width requirement for riparian residential lots for each watercraft provided for beyond six, consistent with the following table:

<u>Ratio of Lake Size (acres) to Shore Length (miles)</u>	<u>Required Increase in Frontage (%)</u>
Less than 100	25
100-200	20
201-300	15
301-400	10
More than 400	5

2. A minimum of twenty-five (25) foot sideyard area on both sides of the private access lot shall be maintained with vegetative cover and screening abutting lots.
3. The ownership and the responsibility for the maintenance and upkeep of a private access lot shall be vested in an incorporated association of the dwelling unit owners and their successors in interest who have access privileges over and upon such lots. The non-riparian dwelling units and lots shall be subjected to restrictive conditions and covenants for the equitable proration and assessment of the cost of maintenance and upkeep of the private access lot. Covenants must be developed which specify which lot owners have authority to utilize the access lot, and activities that are allowed on such lots. Further, the covenants shall limit the total number of vehicles parked and watercraft moored, docked, beached or otherwise situated to be visible to users of the public water to a maximum of one of each per lot served. Covenants must require centralization of all facilities and activities in the most suitable locations on the lot to minimize topographic and vegetative alterations. They must also require all buildings, parking areas 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. Covenants shall be filed with the Office of Environmental Services. Changes to covenants must be approved by the Planning Commission.

4. The construction of any facility including: docks, roadways, launching facilities, playground, parking facility, or sports facility on any private access lot shall require the issuance of a Conditional Use Permit. The application for such permit shall be made by the corporation charged with the maintenance and upkeep of the lot. All facilities, with the exception of docks, must meet the setback provisions specified in Article V of this Ordinance.
5. No controlled access lot may provide access rights for more than twenty-five (25) non-riparian lots.

Section 1006. Lot Size

1. Newly created lots shall be of size and shape to satisfy all requirements of Article V of this Ordinance.
2. The shape of individual lots may render parts unusable for the installation of private sewage disposal systems or to provide adequate separation distance between them and watercourses or water wells. Therefore, any portion of a lot that is less than thirty (30) feet in width shall not be used in computing the minimum lot area.

Section 1007. Storm Drainage

Storm drainage facilities, where required, shall be designed to permit the unimpeded flow of natural watercourses, insure the drainage of all points along the line of streets, and provide positive drainage away from on-site sewage disposal facilities. In designing storm drainage facilities, special consideration shall be given to protection against shoreland erosion and siltation of surface waters and the prevention of excess runoff onto adjacent property by Hubbard County officials.

Section 1008. Water Supply Facilities

Where there is an existing public water supply system on or near the proposed subdivision, the County Board, along with the local municipality, shall determine the feasibility of service and the requirements to be followed by the subdivider in connecting to the system. Where there is no public water supply system, individual water supply systems will be permitted in accordance with Minnesota Department of Health Standards for water quality. Such water supply systems must be located in accordance with Minnesota Department of Health Standards and the requirements of this Ordinance.

Section 1009. Sanitary Sewerage

1. In areas having a public sanitary sewer system on or near the proposed subdivision, the County Board, along with the local municipality, will determine the feasibility of service and the requirements to be followed by the subdivider in connecting to the system.
2. In areas not served by a public sewer system, on-site sewage treatment systems will be allowed provided that all requirements of the Minnesota Pollution Control Agency "Subsurface Sewage Treatment System Standards", Chapters 7080-7083, and appendices, are complied with.

3. Sewage treatment systems shall be constructed to meet the requirements of the Minnesota Pollution Control Agency, and shall meet the standards prescribed in Article V and Article VIII of this Ordinance.

Section 1010. Platting Requirement

No land platted under the jurisdiction of this Ordinance may be recorded or sold until the subdivision process described in this Article and the Hubbard County Subdivision Ordinance is completed.

Section 1011. Planned Unit Development Review

Planned unit developments (PUDs) are allowed as conditional uses for new projects on undeveloped land, redevelopment of previously built sites, or conversions of existing buildings and land in those management districts where specifically identified in Article IV. Planned unit developments shall be processed as a conditional use, except that an expansion to an existing commercial PUD involving six or fewer new dwelling units or sites since the date of enactment of this Ordinance is allowed as a permitted use provided that the total project density does not exceed the allowable densities as prescribed in this Section. The Hubbard County Board of Commissioners may require special studies or environmental review reports (EAW/EIS) and the developer shall be responsible for the costs of preparing such with the Board of County Commissioners having the authority to charge back costs to the developer. Approval shall not occur until the environmental review process (EAW/EIS) has been completed, as required by Environmental Quality Board rules.

An applicant for a PUD shall submit the following documents prior to final action being taken on the application request:

1. A site plan and/or plat for the project showing: the boundary of the proposed development; surface water features and other natural and man made features; existing and proposed structures and other facilities, proposed land alterations; the location of existing and proposed sewage treatment and water supply systems; and topographic contours at a minimum of ten-foot intervals. A PUD that combines commercial and residential structures shall indicate and distinguish which buildings and portions of a project are commercial, residential or a combination of the two.
2. For residential planned unit developments a property owners association agreement with mandatory membership, all in accordance with the maintenance and administrative requirements prescribed in Section 1015 of this Ordinance.
3. Deed restrictions, covenants, permanent easements or other instruments that:
 - A. properly address future vegetative and topographic alterations; construction of additional buildings; beaching of watercraft; and construction of commercial buildings in residential PUDs; and,
 - B. ensures the long-term preservation and maintenance of open space in accordance with the criteria and analysis specified in the maintenance and administrative requirements of this Section.
4. For commercial planned unit developments, and for commercial structures within residential

planned unit developments; a master plan/drawing describing the proposed project and the floor plan for all commercial structures to be occupied.

5. Any additional documents as requested by the Hubbard County Planning Commission that are necessary to explain how the PUD will be designed and will function.

Section 1012. PUD Site Suitability Evaluation

Proposed new, or expansions to existing, planned unit developments shall be evaluated using the following procedures and standards to determine the suitable area for the dwelling unit/dwelling site evaluation described in Section 1014.

1. 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:

A.	General Development lakes - first tier	200 ft.
B.	General Development lakes - other tiers	267 ft.
C.	Recreational Development lakes	267 ft.
D.	Natural Environment lakes	400 ft.
E.	Rivers and Tributaries	300 ft.
2. The suitable area within each tier is next calculated by excluding from the tier area all wetlands, bluffs, and land below the ordinary high water level of public waters. This suitable area and the proposed development 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 within each tier.

Section 1013. Residential and Commercial PUD Density Evaluation

The procedures for determining the allowable density of residential and commercial planned unit developments are as follows. Allowable densities may be transferred from a tier to any other tier farther from the public water, but shall not be transferred to any tier closer to the public water.

1. To determine the allowable density for Residential Planned Unit Developments:
 - A. the suitable area within each tier is divided by the single residential lot size standard for the applicable management district.
 - B. proposed locations and numbers of dwelling units or sites for the residential planned unit developments are then compared with the tier, density, and suitability analyses herein and the maintenance and design criteria prescribed in Section 1015.
2. To determine the allowable density for Commercial Planned Unit Developments:
 - A. the average inside living area size of dwelling units or sites is computed. Computation of inside living area need not include decks, patios, stoops, steps, garages, porches or basements unless such areas are habitable space;
 - B. the appropriate floor area ratio is then selected from the following table based upon the average unit floor area for the appropriate public water classification;

- C. the suitable area within each tier is multiplied by the floor area ratio to yield the total floor area in each tier allowed to be used for dwelling units or sites;
- D. the total floor area for each tier is divided by the average living area size to yield the number of dwelling units or sites allowed for each tier;
- E. proposed locations and numbers of dwelling units or sites for the commercial planned unit developments are then compared with the tier, density and suitability analyses herein and the maintenance and design criteria prescribed in Section 1014.
- F. The density limitation shall be increased by 15% when rebuilding rental units if the unit to be rebuilt is at a conforming setback and the unit accommodates the same number of guests as previously.

Commercial Planned Unit Development* Floor Area Ratio by Public Waters Classification			
Average Unit Floor Area (sq. ft.)	GD Lakes (1st Tier) <u>Tributaries</u>	GD Lakes (except 1st Tier), RD Lakes, Forested <u>River Segments</u>	NE Lakes, Special Protection River Segments, Remote River <u>Segments</u>
200 or less	.040	.020	.010
300	.048	.024	.012
400	.056	.028	.014
500	.065	.032	.016
600	.072	.038	.019
700	.082	.042	.021
800	.091	.046	.023
900	.099	.050	.025
1,000	.108	.054	.027
1,100	.116	.058	.029
1,200	.125	.064	.032
1,300	.133	.068	.034
1,400	.142	.072	.036
1,500 or more	.150	.075	.038

*For recreational camping areas, use the ratios listed for the average floor area of 400 square feet. Manufactured home sites in recreational camping areas shall use a ratio equal to the size of the manufactured home, or if unknown, shall use the ratio listed for the average floor area of 1,000 square feet.

Section 1014. PUD Maintenance and Design Criteria

1. Before final approval of a planned unit development may be granted, adequate provisions must be developed for the preservation and maintenance of open spaces in perpetuity, and for the continued existence and functioning of the development.
2. Deed restrictions, covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent means shall be provided to ensure long-term preservation and maintenance of open space. The instruments must include all of the following protections:
 - A. commercial uses shall be prohibited in residential planned unit developments;
 - B. vegetative and topographic alterations, except for routine maintenance, shall be prohibited;
 - C. construction of additional buildings or the storage of vehicles and/or other materials is prohibited;
 - D. uncontrolled beaching of watercraft shall be prohibited.
3. All residential planned unit developments must have a property owners association with the following features:
 - A. membership shall be mandatory for each dwelling unit or site owner;
 - B. each member must pay a pro-rata share of the expenses of the association, and unpaid assessments may become liens on units or sites;
 - C. assessments must be adjustable to accommodate changing conditions; and
 - D. the association shall be responsible for insurance, taxes, and maintenance of all commonly owned property and facilities.
4. All 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, land covered by road surfaces, parking areas, and structures are developed areas and shall not be included in the computation of open space;
 - C. open space must include those 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 subsurface sewage treatment systems provided the use of the space is restricted to avoid adverse impacts on such systems;

- F. open space must not include commercial facilities or uses;
 - 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 upon normal structure setbacks, must be included as open space. For residential planned unit developments, at least 50 percent of the shore impact zone of existing developments and at least 70 percent of the shore impact zone area of new developments must be preserved in its natural or existing state. For commercial planned unit developments, at least 50 percent of the shore impact zone must be preserved in its natural state.
5. 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, vegetative buffer strips, or other appropriate techniques must be used to minimize erosion impacts on surface water features. Erosion control plans approved by the Hubbard Soil and Water Conservation District (assisted by the Natural Resources Conservation Service) may be required if warranted by project size and/or the physical characteristics of the site;
 - B. be designed and constructed to effectively manage reasonably expected quantities of stormwater runoff. Impervious surface coverage within any tier must not exceed 25 percent of the tier area, except that for commercial planned unit developments 35 percent impervious surface coverage may be allowed in the first tier of general development lakes with an approved stormwater management plan consistent with Section 904 of this Ordinance.
6. Centralization and design of facilities and structures must be done according to the following standards:
- A. planned unit developments must be connected to publicly 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 Articles V and VIII of this Ordinance. 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 or 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 applicable shoreland classification: setback from the ordinary high water level; elevation above the surface water features; and maximum height;
 - 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 suitable areas. 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 (not withstanding existing mooring sites in an existing commercially used harbor *for commercial PUDs only*). 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, 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 must meet the required principal structure setback, and must be centralized.

Section 1015. Conversions to PUDs

Resorts or other land uses and/or facilities may be converted to residential planned unit developments provided all of the following standards are met:

1. Proposed conversions must be initially evaluated using the same procedures as for residential planned unit developments involving all new construction. Inconsistencies between existing features of the development and the PUD standards shall be identified.
2. Deficiencies involving water supply and sewage treatment, structure color, impervious surface coverage, open space and shore recreation facilities must be corrected as part of the conversion, or as specified in the Conditional Use Permit.
3. 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 the 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 that preclude exterior expansions in any dimension or substantial alteration are attached to approvals of all conversions. 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.
4. Existing dwelling unit or dwelling site densities that exceed standards prescribed in Section 1013 of this Ordinance may be allowed to continue but shall not be increased, either at the time of conversion or in the future. Efforts must be made during any such 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.

**ARTICLE XI
ADMINISTRATION**

Section 1101. Environmental Services Officer

The position of Environmental Services Officer is hereby established within the Office of Environmental Services. The Environmental Services Officer shall be appointed by the County Board of Commissioners. The Environmental Services Officer shall receive such compensation as the County Board may, from time to time, determine. The Environmental Services Officer shall:

1. Act as Inspector for the County;
2. Inspect all construction and development to ensure that the standards of this Ordinance are complied with. All persons involved in land development activity shall allow free access to authorized representatives of the County at any reasonable time for the purposes of making such inspections as may be necessary to determine compliance with the Ordinance. Failure of such persons to allow an inspection shall be considered a violation of this Ordinance and the Environmental Services Officer shall have the authority and responsibility to take appropriate legal actions, or to suspend review of a permit, or to revoke a permit;
3. Enforce and administer the provisions of this Ordinance;
4. Issue permits for permitted uses and/or activities which comply with the provisions of this Ordinance. Any permit issued on the basis of an application which is in error, whether the error is intentional or not, shall be null and void. No such permit may be construed as permission to build or begin a land use. It shall be the responsibility of the Environmental Services Officer to notify the property owner upon discovery of an erroneous application;
5. Receive applications for conditional use permits and forward, along with staff reports, to the Planning Commission;
6. Receive applications for variance requests and forward, along with staff reports, to the Board of Adjustment;
7. Receive applications for zoning amendments and forward, along with staff reports, to the Planning Commission;
8. Maintain all records relating to the application for and deliberations relating to the issuance or denial of permits;
9. Develop and maintain a public information bureau relating to shoreland management;
10. Maintain the County Shoreland Management Map as described in Article II.

Section 1102. Planning Commission

There is hereby created a Planning Commission consisting of nine (9) members. The members of the Planning Commission shall be appointed by the County Board of Commissioners, consistent with M.S. Chapter 394 and as prescribed in the Planning Commission bylaws as adopted by the Hubbard County Board of Commissioners. At least two members shall be residents of the portion of the County outside the corporate limits of municipalities. No more than one voting member of the commission shall be an officer or employee of the county. No voting member of the commission shall have received, during the two years prior to appointment, any substantial portion of income from business operations involving the development of land within the county for urban and urban related purposes. The term of office and removal of any member for nonperformance of duty or misconduct in office as well as filling vacancies on the board shall be as provided in the bylaws.

1. The Planning Commission shall elect a chair and secretary from among its members and cooperate with the Environmental Services Officer and other employees of the County in carrying out the provisions of this Ordinance.
2. The meeting of the Planning Commission shall be as specified in the rules or bylaws, and at any such times as the chairperson of the Commission shall deem necessary and appropriate.
3. The Planning Commission shall be advisory in nature, and shall serve at the pleasure of the County Board of Commissioners. In this advisory role the Planning Commission shall:
 - A. assist the County Board in the formulation of goals, policies and programs for the future development of shoreland areas of Hubbard County;
 - B. assist the County Board in the preparation of development controls designed to promote development consistent with adopted goals and policies;
 - C. review applications for conditional use permits and Ordinance amendments, conduct public hearings in accordance with the provisions of this Ordinance, and make recommendations to the County Board;
 - D. review subdivision proposals for compliance with the provisions of this Ordinance, conduct public hearings, and forward preliminary and final plat along with recommendation to the County Board of Commissioners;
 - E. any other such duties as required or requested by the County Board of Commissioners to further goals and policies in furtherance of the intent of this Ordinance.

Section 1103. Board of Adjustment

1. Creation

There is hereby established a Board of Adjustment invested with such authority as is hereinafter provided, and as provided by Minnesota Statutes 394.27 and all acts amendatory thereof.

2. Membership, Terms, and Method of Appointment

- A. The Board of Adjustment shall consist of five (5) regular members. One (1) member shall reside in and be appointed from each county commissioner district. The county commissioner representing the district shall have the authority to recommend the member from said district.
- B. Effective January 1, 1999 the County Board shall appoint members to the Board of Adjustment for terms as follows and as prescribed in the Board of Adjustment bylaws as adopted by the Hubbard County Board of Commissioners:
 - District 1 - one (1) member with term ending December 31, 1999.
 - District 2 - one (1) member with term ending December 31, 2001.
 - District 3 - one (1) member with term ending December 31, 1999.
 - District 4 - one (1) member with term ending December 31, 2001.
 - District 5 - one (1) member with term ending December 31, 1999.Thereafter, Board of Adjustment members shall be appointed for four (4) year terms beginning January 1st.
- C. At least one (1) member shall be from the unincorporated area of the county.
- D. No elected officer of the county or employee of the Hubbard County Board of Commissioners shall serve.
- E. The County Board may appoint alternate members for each regular Board of Adjustment member. These alternate members will sit-in for their regular member when the latter is unable to attend a meeting(s). When a regular member is unable to attend a meeting, it is his/her responsibility to notify the Environmental Services Office and his/her alternate member of such.
- F. One (1) member shall also be a member of the Hubbard County Planning Commission, to be appointed for one year on a rotation basis by commissioner district.

3. Vacancies

Appointments shall be made by the County Board to fill any vacancy for the unexpired duration of the term. Vacancies in regular positions shall be declared by the County Board under any of the following conditions:

- A. Death of a member.
- B. Resignation of a member.
- C. Removal of a member for cause as provided in this ordinance.

4. Removal

The following shall be deemed sufficient cause for the County Board of Commissioners to remove any Board of Adjustment member. The County Board of Commissioners may remove any member upon the occurrence of any of the following conditions as reported to the Board by either the Chair of the Board of Adjustment or the Environmental Services Officer by four fifths (4/5) vote and may fill vacancies for any unexpired term.

- A. A member who fails to attend one-third (1/3) of the regularly scheduled Board of Adjustment meetings in any 12 month period.
- B. A member who fails to attend four consecutive regular Board of Adjustment meetings.
- C. Attendance at several regular Board of Adjustment meetings for such a short length of time as to render the member's services of little value to the County.
- D. Adjudication of a violation by the member of any land use control ordinance adopted by the County pursuant to Minnesota Statutes 394.27 to 394.37, and all acts amendatory thereof.
- E. Any change in residency status from unincorporated to incorporated, if the change causes the make-up of the Board to be inconsistent with this Section. Also any change in residency from the commissioner district the member was appointed to represent.
- F. Inability to carry out the duties of the Board due to a conflict of interest.
- G. A member who at a board of adjustment meeting engages in offensive, obscene, or abusive language or in boisterous and noisy conduct tending reasonably to arouse alarm, anger, or resentment in others.

5. Organization, Procedures, and Voting

- A. The meeting of the Board of Adjustments shall be held as specified in the rules or bylaws, and at other such times as the Chair of the Board shall deem necessary and appropriate.
- B. The Board of Adjustment shall elect a Chair and a Vice Chair from among its members, and shall appoint a secretary who need not be a member. It shall adopt rules or bylaws, for the transaction of its business and shall keep a permanent public record of its proceedings, findings and determinations. The Board of Adjustment shall cause all such records of its proceedings, findings and determinations to be filed in the Office of Environmental Services, Hubbard County Courthouse.
- C. Each member, including the chair, shall be entitled to vote on all questions, unless a particular issue involves a conflict of interest. A decision to abstain from voting shall also extend to discussion. Any question of whether a particular issue involves a conflict of interest sufficient to disqualify a member from voting thereon shall be decided by a majority vote of the attending members except the member who is being challenged.

6. Authority and Powers

The Board of Adjustment shall have the exclusive power concerning the following:

- A. to grant variances from the strict enforcement of the standards and provisions prescribed by this Ordinance. Variances shall only be granted based upon the criterion prescribed in Section 1104 of this Ordinance;
- B. to hear and decide any appeal from an order, requirement, decision, or determination made by the Environmental Services Officer;
- C. to interpret any management district boundary on the Official Shoreland Management Map;
- D. all decisions by the Board of Adjustment in granting variances, or in hearing any appeals from administrative order, requirement, decision or determination shall be final except that any aggrieved person, department, agency, Board or Commission shall have the right to appeal to the District Court within thirty (30) days after receipt of the notice of the decision made by the Board of Adjustment.

Section 1104. Variances and Appeals

1. An application may be made, and a variance may be granted by the Hubbard County Board of Adjustment pursuant to the provisions of Minnesota Statute Section 394.27, when the applicant/owner establishes the existence of all of the following criteria:
 - A. the condition causing the plight of the landowner is unique to the property and was not caused by the actions of the landowner/applicant;
 - B. the variance, if granted, will not alter the essential character of the locality;
 - C. the granting of the variance will not be contrary to the public interest or damaging to the rights of other persons or to the property values in the vicinity;
 - D. the granting of the variance will be in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan;
 - E. the property owner or owners proposes to use the property in a reasonable manner in light of the essential character of the area and;
 - F. the granting of the variance is not based solely on economic considerations.;
2. No variance shall be granted simply because there are no objections; or because those who do not object outnumber those who do, nor for any reason other than a proven practical difficulty.
3. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located.
4. A current compliance inspection report must be submitted to the Environmental Services Officer for each existing sewage treatment system(s) on the subject property for which a variance application is submitted. If an existing sewage treatment system on the subject property is found to be noncompliant, it must be upgraded to current standards before any permits on the subject property will be issued. The variance, if issued, must require reconstruction of a nonconforming sewage treatment system.

5. In granting any variance, the Board of Adjustment may impose conditions that it finds necessary or desirable to effect the purposes of this ordinance and to protect the public interest.
6. A variance shall expire five (5) years from the date of issuance if the variance is not utilized.
7. An applicant or landowner cannot request the re-hearing of a variance request or administrative decision appeal for a period of one (1) year from the date of the Board of Adjustment's decision. An applicant or landowner may request the re-hearing of a request for a variance or an administrative decision appeal that has been denied when substantial new information is obtained that is relevant to the issue. The Board of Adjustment shall then re-hear the issue at another duly called public hearing.
8. If necessary, an extension of a variance shall be requested in writing and filed with the Environmental Services Officer at least thirty (30) days before the expiration date of the original variance. The request for extension shall state facts showing a good faith attempt to utilize the variance in the allowed five (5) years. Upon receipt of a request for a variance extension, the Environmental Services Officer shall review the request and make a decision to grant or deny the extension based on the information submitted. At staff's discretion, the request may be referred to the Board of Adjustment. No extension shall be for more than one (1) year, after which if the variance is not utilized, the variance becomes void. In no case shall more than one (1) variance extension be approved for an individual variance request.
9. An applicant desiring a variance shall fill out and submit to the Hubbard County Environmental Services Officer an Application for Variance form, copies of which are available from the Environmental Services Officer. The appropriate fee shall be paid in order for the application to receive consideration by the Board of Adjustment.
10. The Environmental Services Officer shall make a staff report, in writing, to the Board of Adjustment who shall make the final decision after conducting a public hearing in accordance with M.S. 394.26 and the provisions of this Ordinance.
11. Permits are required for any item approved by variance.
12. An appeal of any administrative decision made in the enforcement of this Ordinance shall be made within fifteen (15) days of the date of the administrative decision by filling out and submitting to the Environmental Services Officer an Administrative Decision Appeal Application form, which is available from the Environmental Services Officer. Such appeal shall be heard by the Board of Adjustment within sixty (60) days of the date that such application is submitted to the Environmental Services Officer.

Section 1105. Permits

All property owners or designee having charge of the erection, alteration, moving, or change of the exterior of any building or structure shall apply for a building permit from the Hubbard County Environmental Services Officer before beginning or undertaking such work. Permits are also required for grading and filling, signs, variances and conditional uses. Repairs and maintenance as defined herein shall not require a permit. After the appropriate fee has been paid, and if the proposed work does not conflict with any portion of the Hubbard County Shoreland Management Ordinance and there are no outstanding violations on the parcel per

Section 1109, the permit shall be granted. If the permit is not granted, the reasons for such denial will be provided, in writing, to the applicant.

All building permit applications shall be examined and processed within thirty (30) days of receipt of such application unless the time limit for such processing is extended by the County Board of Commissioners.

1. Application for a building permit shall be made to the Environmental Services Officer on blank forms to be provided by the County. Each application for a permit to construct, alter, move or change a building shall be accompanied by a plan, drawn to scale, showing: the dimensions of the lot to be built upon; and the size and location of the buildings and accessory building. Applications for building permits shall contain other such information as may be deemed necessary for the proper enforcement of this Ordinance.
2. Permits for the installation of water supply and sewage disposal systems, for excavations intended for the connection to a public water, and for the erection of signs in shoreland areas must also be obtained from the Environmental Services Officer before such installation or erection has begun.
3. All building, grading and filling, and shoreland alteration and sanitary permits shall expire one year from the date of approval unless a written extension is granted by the Environmental Services Officer prior to the date of expiration.

Section 1106. Conditional Use Permits

Any use listed as a Conditional Use in this Ordinance shall be permitted only upon application to the Environmental Services Officer, review and recommendation of the Planning Commission, and approval and issuance of a Conditional Use Permit by the Hubbard County Board of Commissioners. The applicant for a conditional use permit shall fill out and submit to the Environmental Services Officer an Application for Conditional Use Permit. When such permit is submitted the appropriate fee shall be paid in order for the application to receive consideration by the Planning Commission.

1. In considering the granting of any conditional use permit the Planning Commission and County Board of Commissioners shall evaluate the effect of the proposed use upon:
 - A. the maintenance of the public health, safety and welfare;
 - B. the prevention and control of water pollution, including sedimentation and nutrient loading;
 - C. existing topography and drainage features and vegetative cover on the site;
 - D. the location of the site with respect to floodplains and floodways of rivers or tributaries;
 - E. the erosion potential of the site based upon the degree and direction of slope, soil type and existing vegetative cover;
 - F. the location of the site with respect to existing and proposed access roads;
 - G. its compatibility with adjacent land uses;

- H. the need for the proposed use for a shoreland location;
 - I. the amount of liquid waste to be generated and the adequacy of the proposed sewage disposal system;
 - J. the visibility of structures and other facilities as viewed from public waters;
 - K. adequacy of the site for water supply and on-site sewage treatment systems;
 - L. assessment of the types, uses, and numbers of watercraft that the project will generate in relation to the suitability of public waters to safely accommodate these watercraft.
2. Upon consideration of the factors listed above, the Planning Commission or Hubbard County Board of Commissioners may attach such conditions, in addition to those required elsewhere in this Ordinance, that it deems necessary for the furtherance of the purposes set forth in this Ordinance. Such conditions attached to conditional use permits may include, but shall not be limited to:
- A. type and extent of shore cover;
 - B. increased yards and setbacks;
 - C. specified sewage treatment and water supply facilities;
 - D. landscaping and vegetative screening;
 - E. periods and/or hours of operation;
 - F. operational control sureties;
 - G. deed restrictions;
 - H. location of piers, docks, parking, and signs;
 - I. type of construction;
 - J. the Board of County Commissioners may require letters of credit to ensure all conditions are adhered to;
 - K. any other reasonable requirements necessary to fulfill the purposes and intent of this Ordinance.
3. In order to secure information upon which to base the Planning Commission recommendation, and County Board approval, the applicant may be required to furnish, in addition to the information required for the building or other permit, the following:
- A. a plan of the proposed project area showing contours, soil types, ordinary high water level, groundwater conditions, bedrock, slope, and vegetative cover;
 - B. location of existing and proposed buildings, parking areas, traffic access, driveways, walkways, piers, open spaces and vegetative cover;
 - C. plans of buildings, sewage treatment facilities, water supply systems, and arrangements

of operations;

- D. specifications for areas of proposed grading, filling, lagooning, dredging, or other topographic alterations;
 - E. other pertinent information necessary to determine if the proposal meets the requirements and intent of this Ordinance.
4. A conditional use permit operating permit must first be obtained in order to legally initiate any conditional use approved by the County Board.

Section 1107. Amendments

The procedure for amendments to this Ordinance shall be as follows:

1. An amendment may be initiated by a property owner, the Planning Commission or the County Board of Commissioners. Property owners wishing to initiate an amendment shall fill out an Application for Amendment form, available from the Environmental Services Officer. Such application shall be filled out and submitted to the Environmental Services Officer at least fifteen (15) days before the next regularly scheduled meeting of the Planning Commission together with the appropriate fee;
2. The applicant shall appear before the Planning Commission to answer any questions that Commission members may have concerning the amendment request;
3. A public hearing on the amendment request shall be conducted by the Planning Commission within sixty (60) days following such initial meeting. The Public hearing shall be conducted in accordance with M.S. 394.26;
4. The Planning Commission shall make a recommendation to the County Board of Commissioners after the proceedings of this public hearing. The applicant shall be notified in writing of the recommendation that shall be forwarded to the County Board of Commissioners;
5. The County Board shall consider the recommendation of the Planning Commission recommendation within thirty (30) days after the public hearing is conducted.

Section 1108. Public Notice and Hearing Requirements

1. In addition to the procedures described in preceding sections of this Ordinance, all conditional use permit requests, variance requests, requests for amendments, and final plat approval shall be reviewed at a public hearing conducted at least ten (10) days following official public notification including publication in the Official newspaper of Hubbard County and written notification by U.S. mail of all property owners within the following distances from the affected property when such notice is applicable: In the case of variances, 500 feet; In the case of Conditional Uses, one quarter mile or ten nearest properties, whichever provides notice to the most property owners; In the case of amendments to official controls which affect specific properties and preliminary plat review, one half mile.
2. The Commissioner of Natural Resources must also receive at least ten (10) days notification of hearings to be conducted concerning applications for conditional use permits, variances, amendments or final plat approvals. Notice of hearings to consider subdivisions must

include copies of the proposed final plat.

3. The Commissioner must also receive a copy of approved conditional use permits, variances, zoning amendments and final plats postmarked within ten (10) days of final action.

Section 1109. Enforcement and Penalties

1. **Administrative.** Whenever any construction or installation is being done contrary to the provisions of this Ordinance, the work shall be stopped when written notice is served on any persons engaged in the doing or causing such work to be done or when notice is posted at the construction/installation site. The Environmental Services Officer may, in writing, suspend or revoke a permit issued in error or on the basis of incorrect information supplied, or for any violation of any other provisions of this Ordinance.
2. **Investigations.** The Environmental Services Officer shall investigate all violations of this Ordinance, notify the owners of violations and direct the property owner to correct violations within a reasonable period of time, and if compliance is not obtained within a reasonable period of time, shall report such violations to the County Attorney, who shall take appropriate action on the matter.
3. **Civil.** In the event of violation or threatened violation of this Ordinance, the County Board of Commissioners, in addition to other remedies, may institute appropriate actions or proceedings to prevent, restrain, correct or abate such violations or threatened violations, and it shall be the duty of the Hubbard County Attorney to institute such action.
4. **Criminal.** Any person, firm or corporation who shall violate any of the provisions herein, or who shall fail to comply with any of the provisions herein, or who shall make any false statement in any document required to be submitted under such provisions, shall be guilty of a misdemeanor, and upon conviction thereof shall be punished by such penalties and fines provided by law.
5. **Interference with County Access or Administration/Enforcement Prohibited.**
All employees of the Hubbard County Environmental Service Department, members of the County Board of Commissioners, Planning Commission and Board of Adjustment, in the performance of their duties shall have free access to all land included within the jurisdiction of this Ordinance. Access to the land shall be during normal business hours unless an emergency exists.

No person shall hinder or otherwise interfere with the Department's employees in the performance of their duties and responsibilities pursuant to this Ordinance. Refusal to allow reasonable access to the property by the Department shall be deemed a separate and distinct offense.

Section 1110. Fees

In order to defray the administrative costs associated with the processing of applications for building and related permits, conditional use permits, variance requests, amendments and subdivision plat approval, a schedule of fees has been adopted by the Hubbard County Board of Commissioners. The schedule of fees shall be posted in the Office of Environmental Services, and may be altered or amended only by resolution of the County Board of Commissioners.

Amended July 7, 1993
Amended January 1, 1994
Amended April 5, 1995
Amended January 1, 1996
Amended January 1, 1999
Amended March 15, 1999
Amended November 15, 2004
Amended July 20, 2006
Amended May 1, 2008
Amended March 26, 2009
Amended February 4, 2010
Amended July 27, 2011
Amended September 28, 2011
Amended November 9, 2011

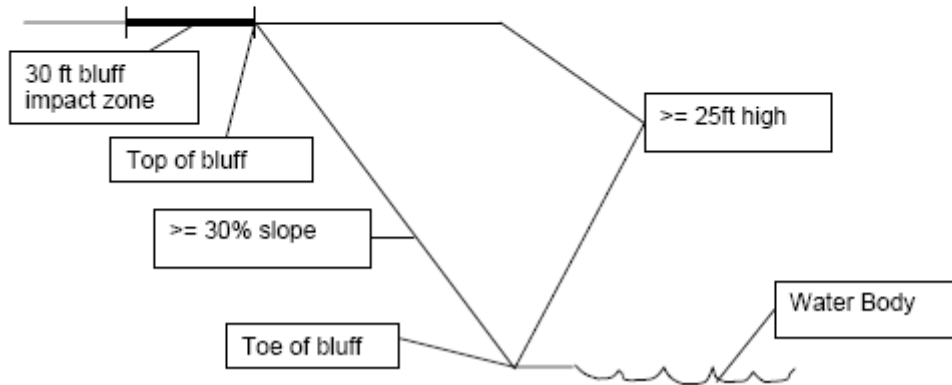
Appendix A.1

Bluff Criteria

"Bluff: A topographic feature having the following characteristics:

- A. Part or the entire feature is located in a shoreland area;
- B. The slope rises at least twenty five (25) feet above the ordinary high water level of the waterbody;
- C. The grade of the slope from the toe of the bluff to a point twenty five (25) feet or more above the ordinary high water level averages thirty (30) percent or greater; and
- D. The slope must drain toward the water body."

"Bluff Impact Zone: A bluff and land located within thirty (30) feet inland from the top of the bluff



Appendix A.2

