
NORTH SHORE MANAGEMENT BOARD

Monday, October 3rd, 2022 6:00 PM

Tettegouche State Park / Zoom

Agenda

- I. **Welcome and Introductions**
 - a. **Welcome**
 - b. **Approval of October 3rd, 2022 Agenda**

- II. **Committee Business**
 - a. **Approval of the July 6th, 2022 Meeting Minutes**
 - b. **Resolution: ARDC staffing invoice from July 1st, 2022 to September 30th, 2022.**
 - c. **Resolution: Authorizing Invoicing Member Entities**
 - d. **Elections**

- III. **Erosion Hazard Zone Layer Project-*Brief Update and discussion***

- IV. **2023 North Shore Management Plan Update- *Project Scope Input and Potential Grant Application Discussion***
 - a. **Consider Resolution: Authorizing staff develop and submit grant application to MN Lake Superior Coastal Program Annual Grant program.**

- V. **Short Term Rentals- *Brief Discussion***

- VI. **Other Business**
 - a. **Gitchi-Gami Trail Association Update**
 - b. **North Shore Scenic Drive Council Update**
 - c. **Other Updates as Identified**

- VII. **Upcoming NSMB Meeting Time and Location/ discussion on zoom format**

- VIII. **Adjourn**

North Shore Management Board

Wednesday, July 6th, 2022-6:00 PM

Zoom

Meeting Minutes

Ector

Board Members			
Attendee	Representing	Absentees	Representing
Rich Sve	Lake County	Patrick Boyle	St. Louis County
Robert Svaleson	Cook County	Wade LeBlanc	City of Silver Bay
Tracy Benson	Grand Marais	Tim Anderson	City of Beaver Bay
Penelope Morton	Duluth Township	Chuck Voss	Silver Creek Township
Margaret Walkins	Grand Portage	Derek Passe	City of Two Harbors
Technical Advisors			
Christine McCarthy	Lake County		
Jennifer Sterbenz	City of Two Harbors		
Tim Nelson	Cook County		
Staff			
Justin Otsea	ARDC		

I. Welcome and Introductions

- a. The meeting was called to order at 6:01 PM by Chair Rich Sve.
- b. **Motion to approve the agenda** was made by Morton/Svaleson; passed unanimously.

II. Committee Business

- a. **Motion to approve April 13th, 2022 minutes** by Svaleson/Morton; passed unanimously.
- b. **Motion to approve Resolution for ARDC Staffing invoice from April 1st, 2022 to June 30th, 2022** by Svaleson/Morton; passed unanimously.
- c. **Update on Invoicing** – All Paid up
- d. **Motion to approve Resolution for ARDC Staffing invoice from April 1st, 2022 to June 30th, 2022** by Watkins/Svaleson; passed unanimously.
- e. **Elections: Motion to postpone until next meeting Svaleson/Morton** passed unanimously:

IV. Erosion Hazard Zone Layer Project-Otsea updated the Board that ARDC Staff met with UMD and the TAC to discuss next steps on separate occasions in June. Unfortunately, UMD was not able to complete the DSAS analysis prior to students leaving for summer break. The project remains on schedule however, as we were seemingly ahead of schedule with the amount of digitized shorelines. In the interim, the TAC discussed and recommended ARDC staff reaching out to NSMB Member Boards and Councils in the coming months to provide a brief informational presentation to the group and prepare them for future discussions around analysis results and potential impacts to NSMB minimum standards moving ahead. There was also brief discussion around reassembling the CEHM group, but we'll be holding off until initial analysis results are available. The NSMB approved of these next steps by consent.

V. 2023 North Shore Management Plan Update- Justin outlined potential next steps for after the CEHM update project would naturally be updating the NSMB Plan which was last adopted in 2016. Justin noted the grand deadline for a coastal program grant is usually November of 2022, with an anticipated start date of September 2023, shortly after the completion of the CEHM project. Justin wanted to bring the idea to the board for feedback on potential topics of ideas and approval of developing a scope of work for the NSMB Plan update. Brief discussion followed summarized as: potential topics of discussion: Minimum standards specifically around the erosion hazard zone, potentially developing draft model ordinance language, considerations of changing the boundary to the buffer instead of the 40 acre subdivision line, among others.

Motion to develop a scope of work for approval in advance of the September meeting for grant application this fall by Svaleson/Sve; passed unanimously.

VI. Short Term Rental- Justin referenced the google drive link he created to store all local short term rental ordinances as a resource for the NSMB. Its been placed below:

https://drive.google.com/drive/folders/1PPs4zqn_5L3W1Bo1LYT6YeMQoGGcZjw?usp=sharing

A brief update was provided by other members. Summarized as follows:

Cook County- created a review committee expanded from 2015. Committee is meeting on July 18th Monday at 5 p.m. Livestream. First meeting of many. January 1st 2023 the new ordinance will be live is the goal of the review as there was an original sunset period triggering a review of the ordinance. A survey recently distributed had 579 responses and will be presented at first committee review.

Lake County-Committee has met multiple times, waiting for a foundation of data to work with connecting to housing and other items to see if there is a significant problem with housing stock is and will dive deeper from there as appropriate.

Two Harbors- New ordinance has passed and took effect on June 23rd. Health inspector is catching up on inspections. Some changes include no short terms in residential zones and places a cap on total in the City. Jenn reported Ordinance is working as intended so far and home prices are heading down.

Grand Marais- Participating in Cook County's process and collaborates with the County on enforcement currently.

VII. Other Business

Gitchi-Gami Trail Association Update-*Provided by Executive Director Michelle Pierson*

Ribbon Cutting for Cutface creek on June 14th, representatives from Klobuchar, Smith and Stauber's offices as well as DNR and GGTA representation. Great turnout at the wayside many rode the trail after

Lutsen wayside has been secured by the DNR and will be exploring options for improvements to new facility

Cook county

-The GGTA is held their Annual Meeting of Members on Saturday, June 4th at Spokengear/Cedar Coffee Co. in Two Harbors. Following a short presentation, election of board members, we will hold a slow-roll bike ride on the Two Harbors Trail system, navigating through town and for those who feel comfortable biking in the shoulders, we will bike the shoulder up to Flood Bay State Wayside to take a bike mounted look at the future GGST trail alignment between RJ Houle and Flood Bay.

-GGTA annual ride is coming up on August 20th. We're looking for sponsors and volunteers!

-The GGTA joins the NSSDC in supporting the DNR's application for 2022 Scenic Byway funding solicitation.

-The City of Silver Bay is undertaking a signage study to try to connect residents and visitors to the many amenities.

-The Cities of Silver Bay and Two Harbors are back to "citations" of kids wearing bike helmets when out biking in the respective communities. If a child gets a "ticket" it is good for free icecream, with a scoop from The Big Dipper in Beaver Bay for Beaver and Silver Bay kids, and a treat at DQ for Two Harbors kids.

- **North Shore Scenic Drive Council Update**- Justin provided a brief update from the NSSDC including: Unfortunately, didn't receive funding for the History Hikes initiative through the Historical Society, a potential Recreational Planning Workshop to discuss opportunities for collaboration in the region as well as visitor counting with the SHT, meeting Friday in person again at Glensheen.

IV. Next meeting and in person discussion-The next meeting of the North Shore Management Board would be scheduled for 6:00 p.m. on a date to be determined by doodle poll, likely in October, held hybrid at Tettegouche.

V. Adjourn-There being no additional business, **a motion to adjourn was made by Morton/Svaleson**; passed unanimously and the meeting was adjourned.

ATTEST:

Rich Sve, Chair

Justin Otsea, Recording Secretary



North Shore Management Board

Resolution

Authorizing payment to the Arrowhead Regional Development Commission for Staffing services from July 1, 2022 through September 30, 2022

WHEREAS, North Shore Management Board is an authorized Joint Powers Board between the zoning authorities on Minnesota's North Shore of Lake Superior; and

WHEREAS, the Arrowhead Regional Development Commission (ARDC) is the fiscal agent for the North Shore Management Board; and

WHEREAS, the NSMB has contracted with ARDC for staffing services from July 1, 2022 to June 30, 2023; and

WHEREAS, ARDC has provided those services to the North Shore Management Board;

THEREFORE BE IT RESOLVED, the North Shore Management Board authorizes the payment to the Arrowhead Regional Development Commission in the amount of \$3,625.00 for staffing services for the invoice period of *July 1st, 2022 through September 30th, 2022*.

ATTEST:

NSMB Officer

10/3/22

Date

Recording Secretary

10/3/22

Date





North Shore Management Board

Resolution

Authorizing the invoicing of the North Shore Management Board
Member Entities for Fiscal Year 2023

Whereas, the North Shore Management Board (NSMB) is a Joint Powers Board of all of the zoning entities on Minnesota's North Shore of Lake Superior; and

Whereas, the members of the NSMB have agreed to invoicing \$2,500 to each County and Grand Portage, and \$750 to each City and Township; and

Whereas, the Arrowhead Regional Development Commission (ARDC) is the fiscal agent for the NSMB; and

Whereas, ARDC will prepare the invoices to be sent in October 2022; and

Now, therefore be it resolved, that the North Shore Management Board authorizes ARDC to invoice each County and Grand Portage in the amount of \$2,500, and each City and Township in the amount of \$750 in October 2022 for the purpose of funding the local portion of the Fiscal Year 2023 NSMB budget.

ATTEST:

Officer

10/3/22

Date

Recording Secretary

10/3/22

Date





North Shore Management Board

October 3, 2022

Dear North Shore Management Board Member:

Each new fiscal year, the North Shore Management Board (NSMB) asks its member entities to continue their membership and to provide funding towards the NSMB's activities. Enclosed is an invoice for Fiscal Year 2023 (July 1, 2022 to June 30, 2023) funding. The North Shore Management Board is responsible for defining the minimum zoning standards for Minnesota's North Shore of Lake Superior. The Board's area of authority is property that lies between Lake Superior and a line that is 300 feet inland from Highway 61 or a line that is 1,000 feet from the Lake Superior high water line, whichever is greater. The NSMB also reviews variance, conditional use, and other zoning applications/issues to provide local jurisdictions with additional feedback regarding pertinent development issues along the shore.

Over the last fiscal year, the NSMB has been focused on updating the Hazard Erosion Zones layer developed in the late 1980's for Minnesota's entire north shore. Once this data is available, local units of government and private citizens alike will have a greater understanding of potential at-risk areas, and ideally lead to better coastal management. In Fiscal Year 2022, the Board focused on phase 3 of the project, after securing funding from Minnesota's Lake Superior Coastal Program to extrapolate the analysis to the entire NSMB zone. This project is a crucial stepping-stone for updating the hazard layer to help land use managers make informed decisions during permitting, variance, and other development decisions along the entire shoreline. In FY 2023, we anticipate nearing completion on Phase III of the project and attempting to secure funds for a NSMB Plan Update to correspond with the updated data and potential minimum standard recommendations.

If you have questions or comments regarding the NSMB or the map update project, you may make your request to any NSMB member or contact Justin Otsea, Planner, ARDC Planning Division at 218-529-7529 or by email to jotsea@ardc.org directly.

We hope you will join us in our efforts by continuing your support.

Chuck Voss
Chair
North Shore Management Board

Enc.



NSMB

North Shore Management Plan Update

Project Proposal

October 2022

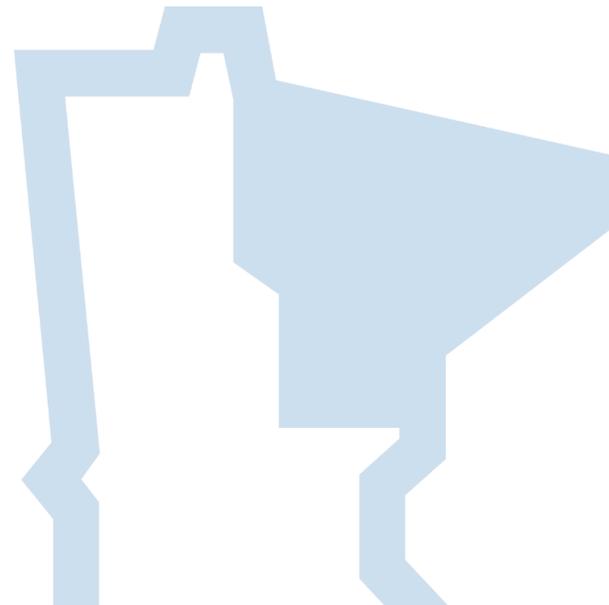


Submitted by:

ARDC Planning
Arrowhead Regional Development Commission
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Contact:

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Introduction

The Arrowhead Regional Development Commission (ARDC) proposes to update the North Shore Management Plan to improve the existing language in the plan integrate shoreland standards. The focus will be on aligning terms and definitions in the plan to those of the participating zoning entities and having it correspond with standard ordinance language and style.

Scope of Work

Task 1: Stakeholder Coordination Meeting

In preparation of the first public meeting, ARDC will coordinate with the North Shore Management Board and its existing Technical Advisory Committee to review the current plan, identify key components requiring changes, set timelines, and identify key representatives and stakeholders. Discussions will also take place to develop a method to receive public input and formats for plan delivery.

Task 2: Public Meeting

ARDC will invite members of the public and Technical Advisory Committee to a public meeting in order to familiarize all stakeholders with the plan update process and review the updated coastal erosion hazard mapping data.

Participants will be contacted and encouraged to attend with a meeting flyer sent through email, local media outlets will be contacted and encouraged to make the public aware of the meeting, and flyers will be posted at County, City and Township offices. The North Shore Management Board's website will also host all relevant information for the meeting. At the meeting, participants will be provided with a general outline of the plan, discussion around potential changes, and will be encouraged to discuss any other areas of concern.

Task 3: Technical Advisory Committee Meeting – Discuss Plan Changes

ARDC will develop a draft document outlining areas that need to be updated based on the previous NSMP. Once the draft outline is developed, ARDC will coordinate with NSMB to host a meeting with the Technical Advisory Committee, local government zoning members, and any others with interest.

ARDC will work with NSMB and local zoning authorities to gather relevant documents and regulations that may affect implementation of the plan to review at this meeting.

Additional items to be discussed at this meeting include: draft language and style, issues that may affect implementation, integrating the updated Coastal Erosion Hazard Mapping data, considerations of changes to the management zone, potential amendments to the minimum zoning standards and possibly model ordinance language for the shoreland overlay standards.

Task 4: Technical Advisory Committee Meeting – Draft Plan Review

Using feedback from the previous meeting, ARDC will develop a draft plan that includes updated language and policies for the NSMB. A meeting with the Technical Advisory Committee will be held to review these changes and discuss any concerns that have not yet been addressed. Coordination with the MN DNR Shoreland office may also be completed to introduce model shoreland ordinance language, if deemed appropriate by the TAC. The group will also discuss the final delivery format and set a time for public review and adoption by zoning entities.

Task 5: Public Review

ARDC will coordinate with the NSMB to post the approved draft document on their website for public review. A public meeting will be held for the NSMB to introduce the final document to members of the public, zoning entities, local government representatives and other stakeholders. Copies of the document, a list of the changes and a review of the website's delivery will be presented in anticipation of adoption of the zoning entities within the North Shore Management Zone.

Task 6: Final Plan Review and Approval

ARDC will coordinate with the NSMB to hold a meeting to review feedback gathered during the public review period. Any recommended changes will be made to the plan based on feedback from the group. The draft plan will be finalized and presented to the board for approval and adoption.

Deliverables

- Updated North Shore Management Plan

Client Responsibilities

- Coordinate with ARDC in identifying project stakeholders
- Provide ARDC with all pertinent past plans and relevant ordinance language
- Provide ARDC with any data, GIS files, or other information that can assist with plan development
- Reviewing documents, and providing feedback

Timeline

Month 1 & 2: Task 1

Month 3: Task 2

Month 5 - 6: Task 3

Month 7 & 8: Task 4

Month 9 & 10: Task 5

Month 11 & 12: Task 6

Costs

The total cost for the project is \$28,476. This will fund ARDC's personnel costs.

Item	Hours	Cost
Task 1	44	\$ 2,196.00
Task 2	60	\$ 2,940.00
Task 3	90	\$ 4,510.00
Task 4	140	\$ 7,220.00
Task 5	70	\$ 3,530.00
Task 6	60	\$ 3,140.00
Administration	40	\$ 4,440.00
Print materials etc.	-	\$ 500.00
Project Total		\$ 28,476.00



North Shore Management Board

Resolution

Authorizing NSMB to enter into a Minnesota's Lake Superior Coastal Program grant agreement to complete the North Shore Management Plan Update in FY 2024.

Whereas, the North Shore Management Board is a joint powers board of all of the zoning entities on Minnesota's North Shore of Lake Superior; and

Whereas, the North Shore Management Board Chair has signatory authority to enter into a contract with Minnesota's Lake Superior Coastal Program; and

Whereas, the grant application for the update of the submitted to Minnesota's Lake Superior Coastal Program receives final approval and is awarded to the North Shore Management Board for \$21,357; and

Whereas, the North Shore Management Board will contribute an additional \$7,119 as a local match; and

Now, therefore be it resolved, that the North Shore Management Board authorizes its Officer to sign a grant agreement with Minnesota's Lake Superior Coastal Program for \$21,357 to complete the North Shore Management Plan Update in fiscal year 2024.

ATTEST:

NSMB Officer

Date

Recording Secretary

Date

