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# NORTH SHORE MANAGEMENT BOARD

Wednesday, November 8<sup>th</sup>, 2023 6:00 PM

Silver Bay City Hall / Zoom

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## Agenda

- I. **Welcome and Introductions**
  - a. **Welcome**
  - b. **Approval of November 8<sup>th</sup>, 2023 Agenda**
  
- II. **Committee Business**
  - a. **Approval of the August 16<sup>th</sup>, 2023 Meeting Minutes**
  - b. **Resolution: ARDC staffing invoice from July 1<sup>st</sup>, 2023 to September 30<sup>th</sup>, 2023.**
  - c. **Resolution: ARDC Member invoicing FY 2024**
  
- III. **NSMB Plan Update Kick-off– *Scope Overview and Broad discussion***
  - a. **Erosion Hazard Zone Layer Project- *Update***
  
- IV. **Superior Hiking Trail- Planning Process Update-*Brief Discussion***
  
- V. **Short Term Rentals- *Brief Discussion***
  
- VI. **Other Business**
  - a. **Gitchi-Gami Trail Association Update**
  - b. **North Shore Scenic Drive Council Update**
  - c. **Superior Hiking Trail Planning Update**
  - d. **Other Updates as Identified**
  
- VII. **Upcoming NSMB Meeting Time and Location**
  
- VIII. **Adjourn**

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# North Shore Management Board

Silver Bay City Hall / Zoom

Wednesday, August 16, 2023-6:00 PM

Zoom

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Board Members			
Attendee	Representing	Absentees	Representing
Chuck Voss	Silver Creek Township	Patrick Boyle	St. Louis County
Tracy Benson	Grand Marais	Lew Conner	City of Two Harbors
Deb White	Cook County	Rich Sve	Lake County
Margaret Watkins	Grand Portage	Penelope Morton	Duluth Township
Wade LeBlanc	City of Silver Bay	Kristy Gregory	City of Beaver Bay
<b>Technical Advisors</b>			
Tim Nelson	Cook County		
Christine McCarthy	Lake County		
Tara Solem	Lake County SWCD		
<b>Staff</b>			
Scott Galetka			
Erica			
Justin Otsea	ARDC		

## I. Welcome and Introductions

- a. The meeting was called to order at 6:05 PM by Chair Chuck Voss.
- b. **Motion to approve the agenda** was made by Watkins/LeBlanc; passed unanimously.

II. **Special Guest Presentation Scott Galetka Bayfield County Land Records Administrator/Land Information Officer and Erica Meulemans Assistant Zoning Administrator** provided an interactive presentation highlighting how they implement their shoreland zoning layer in Bayfield County. They have utilized LIDAR at 2-foot contours and soil type data among other sources to develop a recession rate over fifty years, and set a setback off of that expected line. The map is theoretical, and primarily used for planning and a remote frame of reference. When a parcel is to be developed, staff visits the site and measures the setback directly from the top of bluff based on the ordinary high-water mark. Bayfield staff also fly the parcel with a drone to produce a 3-d model of the property and detailing the setback to better develop the lakeshore in a safe manner.

Discussion with meeting attendees followed summarized here: discussion on fees and need to raise to deliver adequate services, concerns about water quality in addition to shoreline erosion when considering setting minimum setbacks, legal defensibility of the data set (currently sees no pushback as the setback is set specific to the parcel given the hands on approach), existing practices and difficulties, nature based erosion control solutions, among others. The presentation and discussion in it's entirety can be viewed at the link below:

*Meeting Recording:*

[https://drive.google.com/file/d/1FWUGXKJXLPj0\\_JhA2i7WEPv5HcnBQiX7/view?usp=drive\\_link](https://drive.google.com/file/d/1FWUGXKJXLPj0_JhA2i7WEPv5HcnBQiX7/view?usp=drive_link)

### **III. Committee Business**

- a. **Motion to approve May 10, 2023 minutes** by LeBlanc/Voss; passed unanimously.
- b. **Motion to approve Resolution for ARDC Staffing invoice from April 1<sup>st</sup>, 2023 to June 30<sup>th</sup>, 2023** by LeBlanc/Watkins; passed unanimously
- c. **Motion to approve ARDC Staffing Contract Fiscal Year 2024 by LeBlanc / Voss; Passed Unanimously.**

**Erosion Hazard Zone Layer Project-** Justin Otsea gave a brief presentation on the background of the project and how we got here today. He intended to frame larger discussion about tying the data directly to regulatory ordinance OR perhaps more of an informational route which could even include model ordinance language 'recommended' by the Board but not required. He facilitated a discussion with meeting attendees to garner feedback on the next steps for the project. Discussion has been summarized here: Further guidance on how we want to proceed with the data. Concerns about existing data and enforcement, considerations on utilize data to determine an 'erosion score' which may trigger a in person analysis and/or increased setbacks, considering running an analysis on undeveloped parcels, mainly privately owned to identify how many parcels may be most impacted by increased setbacks, heavy pressure on existing properties that are torn down to be redeveloped, among others. The need for an additional TAC meeting was identified to help provide guidance to the NSMB on the project.

**IV. Review Procedure** - Justin facilitated a discussion around how staff has historically provided comments for public hearings and the notification process with the board had traditionally operated. Otsea noted that given the requirement for comment in the interim of quarterly NSMB meetings, staff would often facilitate any correspondence with the Board Chair for approval and reaches out to the executive/full board if the issue seems controversial. Discussion followed on potential changes to that system. It was decided that staff should forward any comment opportunities on to the Board for review and comment as needed to help elevate the visibility of projects and also better engage with the board of ongoing projects

### **V. Short Term Rental-**

Cook County – hiring a person to oversee all the vacation rentals and focusing on enforcement of non permitted units, seeking compliance implementing their recently updated ordinance.

City of Grand Marais—Tracy hoping they will to be included in the Cook County program and Tim and Mike Roth have been working on the item that they're hoping by the 1<sup>st</sup> of the year they will be added to the market.

Two Harbors – will be doing the next renewal, expecting approximately 15 open permits which will be opened up on the same timeline.

Lake county – Per Township or Per Unorganized area now has a cap outside of commercial zones at 3% based on federal housing information. Knife River and BB Twp is at their cap.

Silver Bay- new ordinance sets a 5-acre minimum lot size and 6 total units allowed, so far have had one application.

## **Other Business**

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

1) KGM started some paving between Ski Hill Road and Arrowhead Electric in July. They paved up to where a bridge is needed, and then pack up their equipment for a bit to use it on another project. They will come back and finish the paving after the bridge(s) are installed later in the season. Bridges will be installed by Red Stone contractors. Anticipated the trail will be officially open for use in October.

2) Project requisitions have been submitted for all 4 of the projects we helped advocate for bonding funding on! \$4M was awarded to the MnDNR for GGST Projects in:

- a) Supporting Lutsen Phase 2 ( from Arrowhead Electric to Steam Engine Road, a short trail segment and a bridge)
- b) Closing the 1/3mile gap in the trail in Tofte
- c) Supporting the Two Harbors to Flood Bay, this will be phased, first phase starts construction next year!
- d) Design and Engineering from Silver Bay to Tettegouche State Park

3) Cook Co. Commissioner Ginny Storlie expressed concern about the timeline of the Phase 2 of Lutsen project, noting safety concerns. She is wondering what action steps we all may take to encourage the DNR to advance construct Phase 2 from Arrowhead Electric, install the bridge over the creek, and connect to the Steam Engine Road (pump house area). A motion was passed to write a GGTA letter requesting the DNR advance construct before 2027.

4) Great collaboration to get kids on bikes on the trail. Read about the GGTA's efforts to support Safe Routes to School, Active transportation, and bike education here:

<https://www.boreal.org/search?utf8=%E2%9C%93&q=gitchi>

5) Discussion about ebikes. You are welcome to email Oliver with your individual thoughts and observations at Liu, Oliver (DNR) [oliver.liu@state.mn.us](mailto:oliver.liu@state.mn.us). As board member ideas flowed, it was recognized that it may be impossible to regulate and enforce Classes of ebikes that are

permissible on state trails. Group thinking lead to the simplest solution may be setting a maximum speed limit. As an Association, a motion was passed stating:

*The Gitchi-Gami Trail Association Board of Directors recommends the State of Minnesota Department of Natural Resources set a maximum speed limit of 20mph for all state trails, recognizing that in some areas a lower speed limit may be needed and signed accordingly.*

6) The GGTA is holding our annual supported North Shore Bike Ride on August 19, 2023. Kids ride free with a paid adult! More info here: <https://ggta.org/ride.php>

7) There is some funding in last year's capital investment package for trail maintenance/rehab as well. DNR is looking at places of greatest need and has identified a lot of fencing that requires significant repair/rehab as well as places where crack sealing and potentially seal coating may be beneficial. More to come on that soon.

**North Shore Scenic Drive Council Update-** Work continues on their History Hikes initiative, George Morrison Memorial Interpretive Panel at the Community Connection project in Grand Marais, and a renewed accessibility focus on waysides and accessory facilities on the byway.

**Superior Hiking Trail-** Justin updated the Board that he is also assisting the Superior Hiking Trail with their first ever Master Planning process. He updated on ongoing data collection efforts including trail Counts, User intercept Surveys, Asset Inventory of all facilities on the trail, and Social Pinpoint, an interactive online public input tool. Onne steering committee meeting has been hosted, with work to continue. To provide input on the planning process, Otsea encouraged members to visit the following web page: <Http://Shta.mysocialpinpoint.com>

**VII 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 likely at at Silver Bay City Hall and Zoom.

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

ATTEST:

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Chuck Voss, Chair

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Justin Otsea, Recording Secretary

**INVOICE #xxxx  
Element #170029-01**

To: North Shore Management Board  
221 W. First Street  
Duluth, MN 55802

Date: 10.06.23

For: Staffing Services from July 1, 2023 to Sept 30, 2023

Installment 1 of 4

**Total Amount Due: \$3,625.00**

**Please make checks payable to:** Arrowhead Regional Development Commission  
221 West First Street  
Duluth, MN 55802

**(Please reference the Invoice #xxxx)**

Update:

- \* Prepare materials in advance of Quarter 1 Meeting
- \* Development of materials and background research for 2023-24 NSMB Plan Update project
- \* Review of Variance, Conditional Use, and Interim Use Applications and provide comment as necessary
- \* Continue collaboration with the CHAOS coastal erosion community of practice, including GIS specialist

Contract Details to date:

Contracted Amount:	Invoice #	Date	\$
			<u>14,500.00</u>
Element: 170028-01	xxxx	9.30.23	\$ 3,625.00
Element: 170028-02		12.31.23	
Element: 170028-03		3.30.24	
Element: 170028-04		6.30.24	
Remaining on Contract			\$ 10,875.00

Thank you. Any questions please contact Michelle Pierson - mpierson@ardc.org or 218.529.7535

221 West 1st Street, Duluth, MN 55802  
(218) 722-5545 (800) 232-0707 info@ardc.org ardc.org  
*EOE/AA/M/F/Vet/Disability Employer*



# North Shore Management Board

## Resolution

*Authorizing payment to the Arrowhead Regional Development Commission for Staffing services from July 1<sup>st</sup>, 2023 through September 30<sup>th</sup>, 2023*

**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, 2023 to June 30, 2024; 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 1<sup>st</sup>, 2023 through September 30<sup>th</sup>, 2023*.

ATTEST:

\_\_\_\_\_  
NSMB Officer

11/8/23

\_\_\_\_\_  
Date

\_\_\_\_\_  
Recording Secretary

11/8/23

\_\_\_\_\_  
Date





# North Shore Management Board

November 10, 2023

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 2024 (July 1, 2023 to June 30, 2024) 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 2024, we will be undertaking 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](mailto: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.





# North Shore Management Board

## Resolution

Authorizing the invoicing of the North Shore Management Board  
Member Entities for Fiscal Year 2024

**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 November 2023; 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 2024 NSMB budget.

ATTEST:

\_\_\_\_\_  
Officer

11/8/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Recording Secretary

11/8/23  
\_\_\_\_\_  
Date

