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Chisago County, Minnesota



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RECORD OF CHISAGO COUNTY BOARD OF COMMISSIONERS ACTION ZONING ORDINANCE AMENDMENT

This document shall amend Chisago County Zoning Ordinance No. 08-3 (recorded as Document #538919) by action of the Chisago County Board of Commissioners on May 18, 2011, through adoption of the following Resolution, approving said Amendment:

A-541729

RESOLUTION NO. 11/0518-I APPROVING AN AMENDMENT TO ORDINANCE NO. 08-3, SECTION 7.2I ADDING SUBSECTION "J" CONCERNING RECREATIONAL CAMPING AREAS

SECTION 7.2I

Section 7.2I Recreational Camping Areas

J. Special Event Temporary Recreational Camping Administrative Permit

I. Administrative Permit Required:

A Special Event Temporary Recreational Camping Administrative Permit shall be required for landowners wishing to provide temporary accommodation to attendees at a County-approved (permitted or conditional approval) large gathering event. Such permits shall be processed through the Department of Environmental Services and Zoning, and approved by the Zoning Administrator. If the application includes five or more campsites, a MN Department of Health License shall also be obtained in addition to the County Administrative Permit. Applications shall be filed with this Department a minimum of 45 days in advance of the event.

2. Application Requirements: The application for Administrative Permit shall include the following:

- a) Completed Administrative Permit Application
- b) Accompanying permit fee as determined by County Board
- c) Detailed narrative description of operating plan for camping including days and hours during which access to camp sites will be permitted
- d) Detailed site plan drawn to scale and showing the following:
 - The entire parent parcel of land proposed to host camping
 - The access road which will serve the affected property
 - The number and location of camping sites proposed
 - A scaled representation of each parking/camping space

- e) Aerial photo depicting affected property and lands within one half mile
- f) Water supply plan
- g) Detailed description of sewage waste disposal plan
- h) Detailed description of solid waste disposal plan
- i) Emergency egress/severe weather plan
- j) Copy of approved MDH license, or pending application for license, if applicable
- k) Copy of written approval issued by the regulating road authority
- l) Certificate of liability insurance, homeowners or otherwise with appropriate endorsements
- m) Financial surety in an deemed appropriate by the Zoning Administrator in cooperation with the regulating road authority, in favor of Chisago County, guaranteeing reclamation of the property and/or the access off of the public road.
- n) Event access plan or route for campers to use
- o) Copy of notice provided by applicant to appropriate emergency response agencies

3. **Review of Application:** The application shall be reviewed by the Zoning Administrator, and forwarded for informational purposes to:

- The affected Town Board
- The governing road authority
- The Chisago County Sheriff's Department
- Chisago County Public Works
- Minnesota Department of Health (if applicable)

4. **Approval of Administrative Permit:** Administrative Permits shall be approved and issued by the Zoning Administrator following satisfactory review, including required approval by any other regulating agencies.

5. **Statutory Requirements:** Administrative Permit holders shall adhere to all applicable regulations set forth in MN Statute 327 and MN Rule 4630.

6. **Permit Expiration:** Administrative Permits shall remain in effect for a period of time not exceeding seven consecutive days in any case, or a period of time not exceeding 72 hours prior to, or 72 hours after the conclusion of the special event, whichever is less.

7. **Permit Limitations:** In no case shall any Temporary Administrative Recreational Camping Permit be approved for a time period exceeding seven consecutive days, and no property shall be issued such a Permit or Permit Renewal more than twice in one calendar year.

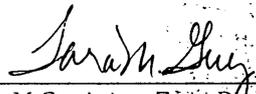
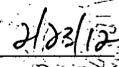
8. **Permit Renewal:** For landowners wishing to provide these accommodations to attendees at regularly scheduled annual events, an application for Administrative Renewal shall be applied for 45 days in advance of the annual event, certifying that the circumstances, site characteristics, number of allowed camping sites and operating plan remains the same as permitted by the original Administrative Permit. The Administrative Renewal application shall carry a fee determined by the County Board.

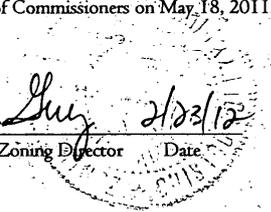
9. **Other Standards:** Each application shall be reviewed by the Department on a case by case basis. Subject property shall be determined by the Department to be suitable for the proposed use and number of campsites through evaluation of the following:

- a) Size of host property
- b) Soils at the site
- c) Access to the site
- d) Proximity to Special Event site
- e) Other criteria deemed by Department to be appropriate for consideration.

Should the subject property be found by the Department to be unsuitable for the intended use based upon the above, or any other relevant criteria, it shall be the prerogative of the Department to deny or modify the terms of approval of the Administrative Permit for just cause.

This document was drafted by the undersigned in accordance with the record of official proceedings of the Chisago County Board of Commissioners on May 18, 2011.

 
Tara M. Guy, Assistant Zoning Director Date



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