

CORINNA TOWNSHIP
MINUTES
PLANNING COMMISSION/ BOARD OF ADJUSTMENT
JANUARY 13, 2026

Corinna Town Hall, 9801 Ireland Ave, Annandale MN 55302

Call to Order: Al Guck called the meeting to order at 7:00p.m

Roll Call: Planning Commission Members in Attendance - Barry Schultz, , Dick Naaktgeboren, Al Guck, Linda Dircks, Larry Smith, Cathy Gabriel, Ben Oleson Planning and Zoning Administrator; Jean Just Deputy Clerk

Absent: Steve Niklaus

Other in Attendance: James Gasper & Amy Gilchrist

Additions or Deletions to the Agenda; Schultz made a motion to approve the agenda with the addition of election of officers for 2026. Smith seconded the motion. Motion approved unanimously.

Public Hearings

Requests related to the construction of a dwelling, porch and detached garage addition. Approvals required include Variances to construct an approx. 5.5' x 26' porch and 18.5' x 22' dwelling addition to a home approx. 3 feet from a side lot line (min. 15 ft required) and a 10' x 23' garage addition approx. 33 ft from the centerline of a township road (min. 65 ft required) and causing building and impervious coverage of the lot to exceed the maximum 15% and 25% allowed and allowing expansion of a dwelling served by a holding tank. All construction is subject to minimum lowest floor floodplain elevations.

Applicant and Property Owner: Amy Gilchrist

Property address: 11000 118th St NW, Annandale

Parcel number(s): 206014000400, 206000052203 and 206000061104

Present: Amy Gilchrist & James Gasper

Gilchrist: Looking at doing an addition.

Oleson: There are three different parcels. It is on Clearwater Lake on a dead end road. There is a survey that is several years old the previous owners put up a garage and it is showing where the holding tank is and the wells. There is a difference in setbacks from a shallow well vs a deep well for septic so it is pretty limited. They are looking to add on to one side of the cabin. Showing overhead of the house and they mentioned offsetting the addition to be 5.4 ft from side yard rather than 3.1 ft what the survey shows. However, there is some questions if that is correct.

Gasper: Went off the markers that are out there currently and measured off of those.

Oleson: Either way it is within the 15 ft side yard setback and expanding the house on a holding tank are two of the variances and possibly exceeding the 15% building coverage it may be ok but it is close. It looks like impervious will be fine but would have to verify with a survey if you wanted to know for sure. This would also be subject to floodplain elevation, they may meet it but not sure without a survey and would be subject to the fill 15ft around the addition,

usually we are fine with that variance. The garage addition is smaller one stall 10x23 and is within the road setback. Number of things going on with this one.

Audience: None

Gasper: I have talked to all of the neighbors and they have all been fine with it. There have been other recent additions in the area.

Naaktgeboren: What is the garage addition?

Gasper: 10x23 and butting up to the existing garage.

Dick: One issue is the expansion on a holding tank, regulations that we have been allowing them but not with the addition of bedrooms. You are going from a 1 bedroom to a two bedroom on a holding tank.

Gasper: Question regarding how many homes with holding tanks and how many are year round homes.

Naaktgeboren: Not sure and I would say most are seasonal homes. My biggest issue is that there are too many variables and I feel they need a new survey.

Gabriel: Concerns with coverage and not knowing. Do we have more information?

Oleson: Pulled up the information he has based on photos and assessment records and estimating the driveway. I was conservative for the sake of doing calculations and assumed they would be putting in a new driveway and the result looks like they are under the limits. If the numbers are accurate they would be 15% & 22% so under the limits. Survey was from 2017.

Dircks: Is your intention to live there year round?

Gasper: Yes

Dircks: What is the 15ft fill around the building, would that be a requirement.

Oleson: Yes they are close to that already but the DNR is usually fine with giving a variance. They may meet that, but again we would not know that without a survey.

Dircks: Under staff comments number two it indicates that septic designed to accommodate 2 bedrooms. Are you saying that they should have included that?

Oleson: I just put that in there if they had a full drainfield indicating they would have to have it designed for a two bedroom just as a factual information. This is a holding tank.

Dircks: Just not sure of the additions with an existing holding tank.

Schultz: If they put in a larger holding tank would that accommodate a two bedroom.

Oleson: Holding tanks are not designed for number of bedrooms, it is more on how often do you want to pump it.

Gasper: We are pumping every 83 days. We are very conservative. We have a 1000 & 1500 gal. Holding tank.

Schultz: I would feel better if you get a survey.

Smith: I would like to see a survey and have you at least look into a septic with a drainfield.

Gasper: I have talked to a few people, and according to one provider we have plenty of capacity with our holding tanks.

Smith: It may work for you, however, will it work for the next person.

Guck: The only thing I have is the septic and get more accurate numbers.

Naaktgeboren. Are you going to do something different with the well?

Gasper: It is currently in the house and not looking to make a change.

Guck: Were you looking at getting a survey?

Gasper: Thought maybe the 2017 survey was ok, could look into it.

Naaktgeboren: Sewer is a big deal and the holding tank just looking if a septic could go across the road, just giving ideas.

Guck: The survey is showing only 3.1 and your measurements are at 6+.

Schultz made a motion to table for a survey and have them look into a septic. Smith seconded the motion. Motion carried unanimously.

Naaktgeboren made a motion to approve the minutes of December 9, 2025. Schultz seconded the motion. Motion carried unanimously.

Zoning Administrator's Report;

Oleson: Application for an existing detached garage that they want to convert into some living space. Application has now been withdrawn but wanted to ask the question. It is a 1.5 story garage and the upper level is being used as a guest house. The County Ordinance would allow for this property to have a guest house. Their ordinance is less restrictive than ours and have had it for years and when we updated ours we became more restrictive. So I had this question of in a situation like that where the county would allow for it and it is grandfathered in, would we treat it as an expansion of a guest house that cannot be done without a variance or would we treat it as it is under the size that is allowed by the county and would allow them to add it. They had 500 sq ft that they were using and then add 120 sq ft and would still be under amount allowed for a guest house. This does not have to be decided tonight since the application has been withdrawn. Just wanted to have some discussion. The garage was built several years ago and would be grandfathered in.

- Permits
- Correspondence
- Enforcement Actions

2. Other Business

- Discussion – Amendments to Fee Schedule as a result of Wright County amendments to their fee schedule; informational that the fee schedule changed. The only change was for fixed fees; Informational
- Discussion – Interpretation of zoning ordinance and building code definitions of decks and patios; We have a definition of decks expanding more than 3ft above ground and if it's not 3ft above ground what is it? Is it a patio? The building code used to say anything 30" above ground needed to meet building code and was a deck and that is what I understood, the difference is they do not require meeting setbacks if it is a patio. Then the building code changed to 20" above ground. To require a railing is 30" above ground. Strictly by ordinance a deck is 36" above ground. However, when I talked to Barry he indicated that we go by building code, so if it requires building code review it requires you meet setbacks which is fine but it is a moving target. Attached to the house has to meet setback no matter the height. Board indicated we should go with what the county is requiring.
- Discussion – Expansions of dwellings on holding tanks by variance; do we want to try and get a handle on a policy on this or go case by case. Board discussion on regarding getting records and then the question is it our business to decide how many times it is being pumped. Should it require a meter system or alarm? The board would like to see applicants show that they cannot get a drainfield on the property before getting on the agenda.

Election of Officers:

Smith made a motion to appoint Al Guck as Chair. Schultz seconded the motion. Motion carried unanimously.

Naaktgeboren made a motion to appoint Steve Niklaus as Vice Chair. Schultz seconded the motion. Motion carried unanimously.

Motion was made by Smith, seconded by Schultz to adjourn. Motion carried unanimously at 8:15 pm.

Minutes prepared by Jean Just

TO ATTEND THIS MEETING VIA WEB OR PHONE CONFERENCE:

Web: Go to <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting> and enter the Meeting ID and Password below. You will be able to talk, listen and view documents on your screen that are shared by the meeting host.

Meeting ID: 282 983 777 960 79

Passcode: dZ6pq9dK

If you have a web camera on your computer, you will be able to turn it on so that other participants in the meeting can see you, but you can turn that camera off and on during the meeting as you wish.