

CITY OF DELLWOOD

CITY COUNCIL MEETING

TUESDAY, APRIL 14, 2026

5:30 PM

NEXT MEETING DATE – TUESDAY MAY 12, 2026

NOTE MEETING AT CITY OFFICE 111 Wildwood Road Willernie MN 55090

CALL MEETING TO ORDER / PUBLIC COMMENT

APPROVAL OF AGENDA

APPROVAL OF LAST MONTH'S MINUTES

1. Consideration of WBLCD Reappointment, Mark Wisniewski

APPROVAL OF PAYMENT OF MARCH CLAIMS

REPORTS FROM COMMISSIONERS

ADJOURN

**City of Dellwood
Council Meeting Minutes
March 10, 2026**

The regular meeting of the Council of the City of Dellwood was held on March 10, 2026, at the city offices located at 111 Wildwood Road, Willernie, MN. The meeting was held in person. Non-council persons were able to access this meeting by way of ZOOM.

Mayor Mike McGill called the meeting to order at 5:30 PM.

Council Members Present

- Greg Boosalis
- Karen Quaday
- Melissa Peltier

Staff Members Present (in person)

- Interim Clerk: Kim Points
- City Treasurer: Brian Beich
- City Attorney: Joel Holstad
- City Planner: Nate Sparks
- City Engineer: Cara Geheren
- Road Maintenance: Ken Johnson

Staff Members Attending Remotely (via Zoom)

Others Attending

- John Carr
- Dennis Lindelge
- Len Pratt
- Madeline Dahlheimer
- Mike Kline

Public Comment

No persons were present for public comment.

Agenda: On motion by Boosalis, seconded by Quaday, the agenda for this meeting was unanimously approved.

Minutes: On motion by Quaday, second by Mayor McGill, the Minutes of the February 10, 2026, city council meeting were unanimously approved with no changes.

Item No. 1: Washington County Update, Hwy 96 – Ms. Madeline Dahlheimer, Bolton & Menk, came forward and provided an update on the Highway 96 Study. She reviewed the background of the study as well as the draft recommendations and current status of the study. She noted there will be a draft phasing plan because the County has a 2028 project in their CIP that includes many of the initial improvements to Highway 96. The next steps of the project including closing out the study, working on providing information on-line and another neighborhood open house.

Item No. 2: Resolution No 2026-02, Variance Request, 25 Peninsula Rd – City Planner Sparks advised Mr. Steve Whitaker has made an application for a variance at 25 Peninsula Road. He's seeking to build a porch over an existing patio and connect it to an existing porch as part of a remodeling project. The resulting construction would be within the setback and increase a non-conforming condition. The existing house is about 50 feet from the ordinary high water mark of White Bear Lake. The new construction would place this at about 45.75 feet from the OHW. The side yard setback encroachment would increase from 28.6 to 25.4 feet.

The Planning Commission reviewed this request at their February meeting and recommended approval.

The property is located at 25 Peninsula Road. The lot is over 3 acres in size. The existing home is currently located 50.1 feet from White Bear Lake and 28.6 feet from the side yard. The required setback for the rear is 75 feet from the OHW and 30 feet from the side. The current impervious surface percentage is about 10%. The property is zoned Rural Residential.

The applicant is proposing an addition onto the existing porch over the existing patio on the southeastern portion of the lot. The construction would put the new porch area 45 feet from the OHW and 25 feet from the side property line.

Patios are permitted as a landscaping type feature, provided that they are not within the shore impact zone. Converting a patio into a porch or living space would require the setbacks to be met. In this case the house is already within the setback and any addition would require a variance.

In Minnesota State Statutes 462.357 Subd. 6 (2) states that variances from the requirements o

the Zoning Ordinance shall only be permitted in the following instances:

1. The proposed variance is consistent with the Comprehensive Plan.

a. The proposed variance is in harmony with the general purposes and intent of the ordinance.

b. A variance may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. Economic considerations alone do not constitute a practical difficulty. In order for a practical difficulty to be established, all of the following criteria shall be met:

I. The property owner proposes to use the property in a reasonable manner. In determining if the property owner proposes to use the property in a reasonable manner, the board shall consider, among other factors, whether the variance requested is the minimum variance which would alleviate the practical difficulty and whether the variance confers upon the applicant any special privileges that are denied to the owners of other lands, structures, or buildings in the same district.

II. The plight of the landowner is due to circumstances unique to the property not created by the landowner

III. That the granting of the variance will not alter the essential character of the neighborhood in which the parcel of land is located.

c. The variance does not involve a use that is not allowed within the respective zoning district.

The City may impose conditions in granting of a variance. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

The existing house is within the setback. The proposed construction would result in the non-conformity to be increased from about 50 feet to 46 feet to the lake and then 28 to 25 feet on the side.

There are several houses within the immediate vicinity that have side yard setbacks that are nonconforming to the requirements. The two houses to the south are at about 10 feet or so to the side yard setbacks.

The setbacks to the lake vary in this area. The requirement is 75 feet but houses within the immediate area vary from about 48-65 feet. Across the street there is a house at about 46 feet to the lake. There are also many within the greater area that meet or exceed the setback. This

variance would make this one of the more reduced setbacks within the area at 46 feet.

Address Lake Setback Side Setback:

1 Gardner 57 feet 10 feet

3 Gardner 75 feet 10 feet

25 Peninsula 46 feet 25 feet

21 Peninsula 53 feet 25 feet

19 Peninsula 48 feet 13 feet

While the construction seems somewhat reasonable in terms of comparison with neighboring properties, one could argue that it would be more reasonable if the existing setback was not being increased. However, the setback reduction is due to extending the existing walls of the house, though, and not merely an encroachment going outwards.

The Planning Commission should hold a public hearing. After the hearing, the Commission should determine if there are practical difficulties in place to permit the granting of a variance. If so, then the Commission should consider the site plan and any amendments or conditions necessary.

The Planning Commission found that the lot itself has a unique shape and the existing location of the house create practical difficulties in placing an addition. They also found that the construction is generally over an existing patio and connects to an existing porch. The construction is also generally not out of character with the vicinity and is therefore a reasonable use. If the City Council concurs with the Planning Commission recommendation, it would be appropriate to approve the attached resolution.

Council Member Quaday moved to adopt Resolution No. 2026-02, as presented. Council Member Peltier seconded the motion. Motion carried with a unanimous vote.

Item No. 3: Gambling Exempt Permit, Canvas Health, Dellwood Country Club – City Attorney Holstad advised he did receive the COI and date of the event, so he recommended approval of the exempt permit application.

Mayor McGill moved to approve the Canvas Health Gambling Exempt Permit, as presented. Council Member Boosalis seconded the motion. Motion carried with a

unanimous vote.

Item No. 4: Mahtomedi JPA – City Attorney Holstad advised he has been in communication with the Mahtomedi City Attorney who agrees regarding language revisions relating to easements and bringing property owners together. He stated he is hopeful a draft JPA will be brought forward in April for both Mahtomedi and Dellwood.

Claims List: On motion by Mayor McGill, second by Quaday, the Minutes of the February 10, 2026, city council meeting were unanimously approved with no changes.

Reports of Commissioners

Council Member Quaday referred to the 2025 Response Stats that were distributed by the Fire Department and stated the Fire Chief is willing to attend a City meeting if the Council would like him to.

Mayor McGill stated there were four (4) building permits issued last month for remodels.

Council Member Peltier suggested a meeting be held with the City Engineer regarding the Turnback of 244 prior to the regular April Council meeting.

Council Member Bossalis advised Representative Anderson called him to ask how the City is progressing with the trail.

Ken Johnson requested approval to have a downed tree removed within the ROW in the amount of \$1600.00

Adjournment: There being no further business, this meeting was adjourned at 6:47 PM upon motion by Mayor McGill, second by Boosalis, and the unanimous vote of the Council.



White Bear Lake Conservation District · 4701 Highway 61 N · White Bear Lake, MN 55110 · Telephone (651) 429-8520
Email: wblcd25@gmail.com · Website: www.wblcd.org

DATE: March 5, 2026

**Notice of expiration of term for the following White Bear Lake
Conservation District Board Member**

Member Name: Mark Wisniewski

Term expires: April 30, 2026

Please notify the office as soon as you have reappointed the incumbent or appointed your new representative.

Reappointment:

Please notify the WBLCD office as soon as you have reappointed the incumbent.

Appointment of New Representative:

Please notify the WBLCD office of the new appointment in time to prepare and deliver new board member packets prior to their first board meeting (the board meets the third Tuesday of every month, except December).

Be sure to send the new representative's complete name, address, phone numbers, and email address.

Sincerely

Cheri Howe

Cheri Howe
Administrator
White Bear Lake Conservation District

Fund Name: 100 - General Fund

Date Range: 03/16/2026 To 04/08/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
04/07/2026	Companion Animal Control LLC	11649	monthly	N	Animal Control Expenditures	100-42701-302-	\$ 60.00
	Total For Check	11649					\$ 60.00
04/07/2026	WoodChuck Tree Care LLC	11650	Invoice 6563 - Many Levels Rd	N	Shade Tree Disease Control	100-46102-302-	\$ 1,600.00
	Total For Check	11650					\$ 1,600.00
04/07/2026	WBL Conservation Dist.	11651	Community Assessment for 2026	N	Legislative Committees and Special Bodies	100-41120-433-	\$ 2,860.38
	Total For Check	11651					\$ 2,860.38
04/07/2026	WSB & Associates, Inc.	11652	R 026643-000-3 25 Peninsula Rd R-026642-000-14	N	Planning and Zoning	100-41910-310-	\$ 1,683.00
		11652			Special Engineer & Prof. Serv.	100-43101-310-	\$ 475.00
	Total For Check	11652					\$ 2,158.00
04/07/2026	Press Publications	11653	Inv#853832 - Assessment Notice and revised notice	N	Clerk	100-41401-351-	\$ 120.00
		11653				100-41401-351-	\$ 120.00
	Total For Check	11653					\$ 240.00
04/07/2026	Abdo	11654	2025 financial report supplment/prep for OSA	N	Accounting	100-41530-301-	\$ 4,600.00
		11654				100-41530-301-	\$ 945.00
	Total For Check	11654					\$ 5,545.00
04/07/2026	Washington County Transp.	11655	invoice 234537	N	Ice and Snow Removal	100-43125-211-	\$ 2,626.63
	Total For Check	11655					\$ 2,626.63
04/07/2026	Washington County Elections	11656	Yearly Election Equipment Maintenance Fee-2026	N	Elections	100-41410-210-	\$ 1,332.00
	Total For Check	11656					\$ 1,332.00
04/07/2026	Criox Valley Inspections, Inc.	11657	Building inspections through March 2025	N	Building Inspections Administration	100-42401-302-	\$ 14,161.96
	Total For Check	11657					\$ 14,161.96
04/07/2026	Bolton & Menk Inc	11658	Invoice 0388776/0388778/0388777	N	Special Engineer & Prof. Serv.	100-43101-303-	\$ 1,613.50
		11658			Highways, Streets & Roadways	100-43103-303-	\$ 350.00
		11658			244 Turnback	100-43115-303-	\$ 711.00

Fund Name: 100 - General Fund

Date Range: 03/16/2026 To 04/08/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check	11658				\$ 2,674.50
04/07/2026	MetaFinity	11659	updates, various, support, invoice 934	N	City Website	100-41935-325-	\$ 1,815.00
		Total For Check	11659				\$ 1,815.00
04/07/2026	Gene's Disposal	11660	monthly recycling 2026	N	Recycling	100-42803-302-	\$ 2,543.95
		Total For Check	11660				\$ 2,543.95
04/07/2026	Pera	11661	Pera for March26	N	Clerk	100-41401-101-	\$ 260.00
		11661				100-41401-121-	\$ 300.00
		Total For Check	11661				\$ 560.00
04/07/2026	Lakes National Law	11662	March legal service	N	Legal Fees	100-41601-300-	\$ 3,750.00
		Total For Check	11662				\$ 3,750.00
04/07/2026	CenturyLink	EFT3-1-26	phone service-EFT	N	General Government Buildings and Plant	100-41940-321-	\$ 133.34
		Total For Check	EFT3-1-26				\$ 133.34
04/07/2026	Xcel Energy	EFTMarch	Monthly Street lighting-EFT	N	Street Lighting	100-43160-381-	\$ 714.57
		Total For Check	EFTMarch				\$ 714.57
04/08/2026	Payroll Period Ending 04/03/2026	11663	March26/5week	N	Clerk	100-41401-100-	\$ 2,718.63
		Total For Check	11663				\$ 2,718.63
04/08/2026	Pera	11664	Pera for March26	N	Clerk	100-41401-101-	\$ 208.00
		11664				100-41401-121-	\$ 240.00
		Total For Check	11664				\$ 448.00
04/08/2026	KEJ Enterprises	11665	monthly road maintenance	N	Traffic Control	100-42130-330-	\$ 997.56
		11665			Ice and Snow Removal	100-43125-302-	\$ 5,000.00
		Total For Check	11665				\$ 5,997.56
04/08/2026	IRS	EFT22827	March26 Payroll Taxes	N	Clerk	100-41401-103-	\$ 244.80
		EFT22827				100-41401-103-	\$ 318.62
		EFT22827				100-41401-122-	\$ 244.80
		Total For Check	EFT22827				\$ 808.22
Total For Selected Checks							\$ 52,747.74

BUILDING PERMITS ISSUED IN THE MONTH OF MARCH 2026

<u>NUMBER</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>BUILDING PERMIT FEE</u>	<u>VALUATION</u>
B-2026-8	Whitaker	25 Peninsula Road	492.75	35,000 (remodel)
B-2026-9	Engelhardt	43 Evergreen Road	349.25	21,428 (windows)
B-2026-10	Johnson	5214 E County Rd Line	69.25	1841 (one window)

REMODEL PERMITS – 3

NEW HOME PERMITS – 0

Re Roof Permit - 0

DEMOLITION PERMIT –0

POOL PERMIT - 0

OTHER PERMIT -0

Total permit - 3

City Council Report for March 2026

To: Kim Points City Clerk

From: Jack Kramer Building Official

Building Permit Activity:

1. Building Permits Issued = 3
2. Plumbing Permits Issued = 1
3. HVAC Permits Issued = 4

Code Enforcement Activity:

No new violations to report.

Respectfully submitted,



Jack Kramer

Building Official

