

**MINUTES**  
**PINE COUNTY BOARD OF ADJUSTMENT**  
**June 4, 2014 6:00 p.m.**  
**Pine County Health & Human Services Building**  
**1610 Hwy. 23 North, Sandstone, MN 55072**

**Members Present:** David Koland, Tom Mestemacher, and Richard Stepan  
**Members Absent:** Joshua Mohr and Carolyn Tuckner  
**Staff Present:** Ed Melzark/Zoning Administrator

**Call To Order:** 6:05 p.m.; **Zoning Administrator Melzark** called meeting to order.  
Melzark called for nominations of Chairperson.

**Election of Commission Chairperson, Vice Chairperson, and Designation of Secretary**

**Stepan/Koland** 3-0 to elect Tom Mestemacher as Chairman.

**Mestemacher/Koland** 3-0 to elect Richard Stepan as Vice Chairman.

**Mestemacher/Stepan** 3-0 to elect Koland as Secretary.

**Approval of Minutes:**

**Stepan/Mestemacher** 3-0 to approve the Minutes of December 11, 2013, as presented.

**Committee Reports:**

None

**Hearings:**

None

**Old Business:**

None

**New Business:**

**1. Adoption of 2014 Application Submittal Schedule.**

**Melzark** presented a 2014 meeting and submittal schedule for Board consideration.

Consensus of the Board was to follow the schedule as presented and meet when business presents.

**Mestemacher/Stepan** 3-0 to approve the 2014 Meeting and Submittal Schedule as presented.

**2. Introduction of new member/roster.**

**Mestemacher** introduced Dave Koland as a new Board member.

3. **DNR "Shoreland and Floodplain Variance Guidance Series"**. Discussion on variance handout; the document gives good guidelines to follow when a variance is applied for.

**Adjourn:**

**Stepan/Mestemacher** 3-0 to adjourn the meeting at 6:20 pm.

**ATTEST:**



Tom Mestemacher, Chairman



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Ed Melzark, Zoning Administrator