WHERE THE FOREST MEETS THE PRAIRIE
Todd County
MINNESOTA • EST. 1855

PLANNING & ZONING
215 1st Avenue South, Suite 103
Long Prairie, MN 56347
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The following is the agenda for **Thursday, January 25, 2024 at 6:00pm** the Todd County Board of Adjustment will hold a public hearing in the Commissioner's Boardroom, Historic Courthouse, 215 1st Ave South, Suite 301, Long Prairie.

NOTE: This meeting is again being held in-person and the public is encouraged to attend, but Zoom and phone options are still available for those who are unable to attend in person. If you wish to join via Zoom, please contact our office for the call-in information. Those who do attend in person can find parking atop the hill on the west side of the Historic Courthouse and enter through the North Doors, near the American Flag and monument.

If you have any concerns or questions in regard to the upcoming meeting and the applications on the agenda, feel free to contact the Planning & Zoning Office at either **(320) 732-4420** or **toddplan.zone@co.todd.mn.us**. All correspondence must include name & mailing address and be received 48 hours before the date and time of the hearing.

Agenda

- Call to Order
- Pledge of Allegiance
- Introduction of Board of Adjustment Members and process review
  - The applicant is introduced
  - Staff report
  - Applicant confirms if staff report accurately represents the request
  - Public comment
  - Board review with applicant, staff, and public
- Approval of agenda
- Approval of December 28th, 2023 Board of Adjustments meeting minutes

1. **Reorganization of the Board and review Business Rules**

2. **Michael T. and Lori K Lyon, Trustees** Section 03, Grey Eagle Township, Mound Lake
   Site Address: 14314 Chippewa Road, Burtrum, MN 56318 **PID:** 11-0049600
   1. Request to reduce the OHWL setback from 100' to 34.85' for construction of deck in GD Shoreland Zoning.
   2. Request to reduce the OHWL setback from 100' to 44.85 for the proposed house with attached garage in GD Shoreland Zoning.
   3. Request to reduce road right-of-way from 20' to 8.56 for the proposed garage in GD Shoreland Zoning.
   4. Request to increase the height limit from 18' to 21'1.5" for the proposed house in GD Shoreland Zoning.

3. **Dennis P. & Jody L. Wessel:** Section 26, Birchdale Township, Little Birch Lake
   Site Address: 27335 Alpha Lane, Grey Eagle, MN 56336 **PID:** 03-0045500
   1. Request for variance to reduce the setback from the OHWL from 100' to 92' for proposed addition of handicapped accessible stairway to existing house in Recreational Development Shoreland Zoning.

4. **Edward C. Kortuem:** Section 14, Birchdale Township, Sauk (North Bay) Lake
   Site Address: 12281 Alcott Drive, Sauk Centre, MN 56378 **PID:** 03-0030000
   1. Request for variance to reduce the setback from the OHWL from 100' to 75' for proposed new house with attached garage in Recreational Development Shoreland Zoning.
   2. Request for variance to increase the height limit from the required 18' to 21'11" for proposed new house with attached garage in Recreational Development Shoreland Zoning.

Adjournment. Next meeting: **February 22, 2024**

Minutes of the Todd County Board of Adjustment Meeting

December 28th, 2023

Completed by: Sue Bertrand P&Z Staff

Site Visits conducted by Adam Ossefoort and Russ Vandenhuevel on December 19th, 2023.

Meeting attended by board members: Chair Rick Johnson, Mike Soukup, Danny Payton, Russ Vandenheuvel, and Planning Commission Liaison Ken Hovet.

Staff members: Adam Ossefoort and Sue Bertrand

Other members of the public: Sign-in Sheet is available for viewing upon request.

Rick called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited. Each board member introduced themselves and Rick explained the process for those attending.

A motion to approve the agenda as presented by Ken with a second by Dan Peyton.
Voice vote, no dissent heard, motion carried.

Russ motioned to have the November 16th, 2023 meeting minutes approved. Ken seconded the motion. Voice vote, no dissent heard. Motion carried.

Introduction of the meeting process and etiquette by Rick.

AGENDA ITEM 1: JCP Farms LLC – PID 18-008301 – Long Prairie Township

Request(s):

1. Request for road right-of-way setback of twenty-one feet for proposed new addition.

John Petron was present as the applicant. John stated he was the owner of the LLC.

Staff Findings: Adam read the staff report. The staff report is available for viewing upon request in the Planning & Zoning Office.

Proposed Condition(s):

1. None.

John confirmed the staff report was accurate.

Russ reviewed his onsite notes for the property. This report may be viewed, in full, at the Planning and Zoning office upon request.

Correspondence received: None.

Public comment:

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Wally Zastrow, Long Prairie Township, asked if this would be a township road, he would have to go through the township for approval, and stated he was just asking a question, as a County road, is it an appropriate request?

Adam stated this was noticed as a public hearing and the Public Works Department had no response. They are the road authority for County 5.

Board discussion:

Dan asked about the truck drivers and where they drive, and stated he was trying to grasp the traffic flow.

John, explained how the truck drivers, employees and retail customers, a threefold thing, are all a part of this. He explained the traffic patterns, the employee parking and walking routes as employees live across the road, and the public mixing in with business operating traffic, all becoming a safety hazard. The proposed addition will help keep the retail customers in one area, and out of operating traffic. He explained the new addition and it will contain the potatoes for the retail customers, provide a place to park and keep them separate from the operational traffic.

Dan asked if there will be vehicle parking to the far North?

John stated that vehicle parking will not change, as the area to the north of the driveway is employee parking only.

Rick stated his concern was with the reduced ROW setback, and making sure that area remains free of parked vehicles and pedestrians.

Ken stated he has been there and it's busy. He is familiar with the set-up, and stated if John feels this will help with vehicle and pedestrian traffic, he stated he would support it.

Russ stated he agrees with the proposed addition and that it will help with the safety issues.

John stated the "L" shaped design is mostly for aesthetics, but it will help get customers in and out more quickly and improve safety.

Dan asked to see the photo where it is looking South.

More discussion on customer and traffic flow and entrances to structures.

Ken stated he was inclined to agree with John. If he only wanted the building for extra storage, that would be one thing but if it helps improve safety, he supports it.

Rick asked if the board could make a condition that there be no door on the East side of the proposed building?

John agreed with the condition, and so did the board members, so Adam added the first condition.

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Rick called for Criteria Questions individually by request.

Criteria Question #1: Is the variance in harmony with the general purposes and intent of the official control?	
Board Member	**Vote and Comments**
Ken Hovet	Yes, it provides for public safety.
Dan Peyton	Yes.
Mike Soukup	Yes.
Russ Vandenhuevel	Yes.
Rick Johnson	Yes.

Majority response- Yes

Criteria Question #2: Is the variance request consistent with the goals and policies of the comprehensive plan?	
Board Member	**Vote and Comments**
Ken Hovet	Yes.
Dan Peyton	Yes, trying to eliminate safety issues.
Mike Soukup	Yes.
Russ Vandenhuevel	Yes.
Rick Johnson	Yes, this is an orderly development and growth.

Majority response- yes

Criteria Question #3: Is the property owner proposing to use the property in a reasonable manner not permitted by an official control?	
Board Member	**Vote and Comments**
Ken Hovet	Yes.
Dan Peyton	Yes, used for storage, a very reasonable manner.
Mike Soukup	Yes.
Russ Vandenhuevel	Yes, very reasonable.
Rick Johnson	Yes.

Majority response- Yes

Criteria Question #4: Is the need for a variance due to the circumstances unique to the property not created by the landowner?	
Board Member	**Vote and Comments**
Ken Hovet	Yes.
Dan Peyton	No. Tough question, here we have flat space, did the landowner create this issue? Somewhere, this was created by the land owner.
Mike Soukup	Yes, however he agreed with Dan and struggled with this also, because somewhere this was created by a landowner.
Russ Vandenhuevel	Yes.
Rick Johnson	Yes.

Majority response- Yes

Criteria Question #5: Will the variance maintain the essential character of the locality?	
Board Member	**Vote and Comments**
Ken Hovet	Yes.
Dan Peyton	Yes.
Mike Soukup	Yes.
Russ Vandenhuevel	Definitely, yes.
Rick Johnson	Yes.

Majority response- Yes

Criteria Question #6: Does the need for the variance involve more than just economic considerations?	
Board Member	**Vote and Comments**
Ken Hovet	Yes.
Dan Peyton	Yes.
Mike Soukup	Yes.
Russ Vandenhuevel	Yes.
Rick Johnson	Yes, it also involves safety.

Majority response- Yes

Criteria Question #7: Have safety and environmental concerns been adequately addressed?	
Board Member	**Vote and Comments**
Ken Hovet	Yes.
Dan Peyton	Yes.
Mike Soukup	Yes.
Russ Vandenhuevel	Yes.
Rick Johnson	Yes.

Majority response- Yes

Summary of criteria question majority responses as follows:

#1	Yes
#2	Yes
#3	Yes
#4	Yes
#5	Yes
#6	Yes
#7	Yes

Russ motioned to approve, Ken seconded with one added condition:

1. Entrance door for retail customer traffic shall not be located on the east side of the proposed structure.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Ken Hovet	yes
Dan Peyton	yes
Russ Vandenhuevel	yes
Mike Soukup	yes
Rick Johnson	yes

Motion carried to approve the variance.

AGENDA ITEM 2: Ryan & Angela Rengstorf – 22-0052500 – Staples Township

Request(s):

1. Request for road right-of-way setback of twenty-two feet for the placement of mini-storage containers in Commercial Zoning.
2. Request for side yard property line setback of thirty-four feet for the placement of mini-storage containers in Commercial Zoning.

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Ryan was present as the applicant. Ryan stated his lawyer was supposed to be here tonight.

Adam offered the option to table the application, if he would rather have his lawyer present.

Ryan took him up on that and will sign the extended time form.

Motion from Russ to table until the next meeting, seconded by Mike, voice vote, no dissent heard, motioned carried to table until the next meeting.

AGENDA ITEM 3: Randall & Beth Behling – 15-0056400 – Leslie Township

Request(s):

1. Request for an after-the-fact variance to reduce the setback to 58' instead of 75' from the OHWL in General Development Shoreland Zoning for a deck that is approximately 420 sq. ft. in size.

Randall and Beth were present as the applicants.

Staff Findings: Adam read the staff report. The staff report is available for viewing upon request in the Planning & Zoning Office.

Proposed Condition(s):

1. Applicant shall maintain a minimum of 50% vegetative screening as viewed from the lake during leaf on conditions.
2. Land use permit fees shall be paid at 2x the normal payment rate.

Randall confirmed the staff report was accurate.

The on-site report was reviewed by Russ. This report may be viewed in full, upon request, at the Planning and Zoning office.

Correspondence received: None.

Public comment: None.

Board discussion:

Randall stated he had removed quite a bit of concrete to reduce impervious already, in the back yard, trying to come into compliance. He stated he called the County offices and talked to an older gentleman, but didn't get his name. Randall stated he was aging and his goal was to have easy, reasonable access, so he could enjoy the lake. All he wanted to do was raise the patio up, and was told as long as you don't go any bigger than the existing patio, he should be fine.

Mike, asked about the ADA requirements and why there were no railings.

Randall stated they were not complete with the project, and at this point they did not have a permit, they just did the fence on the two sides, so far. He added, his father had originally built the house, and Randall has e-

mails from everyone in support of what they have done so far. They will maintain the same size deck as the existing patio underneath.

Adam, read the definition of a patio from the ordinance as an impervious surface adjoining a structure located at ground level and the definition of a deck includes a horizontal, unenclosed platform with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site and at any point extending more than one foot above ground-level. He added there is a patio underneath there located at ground level, and the deck is directly above it. Showed photos to support that.

Ken asked if there are any issues with the side yard property lines?

Adam, no.

Dan stated a variance goes with the house, not the residence.

More discussion about it being not quite exact for exact and the ADA standard.

Adam, stated this is related to the property and you have to look at the homeowner's need and have to make reasonable accommodations. The variance is there for that reason, and added the patio underneath was absolutely a legal non-conformity.

Rick said to keep in perspective this is an after the fact.

Dan stated to him it is not exact for exact.

Adam reviewed the ADA standards with the board that reasonable accommodations need to be made under ADA. In this case, the granting of a variance would be a reasonable accommodation. The conditions of the variance are up for discussion to addressed any adverse effects or safety concerns.

Russ stated totally fine with the deck the way it is and is ready to make a motion. He thinks it's simple.

Rick agreed and made a point that the criteria and after the fact criteria questions will not apply in this case, with the other board members in agreement.

Mike is comfortable with an added condition of safety rails in a timely manner. Something there so you can't go down the stairs, just looking out for your safety.

Adam, so we are we looking for safety rails within a reasonable time-frame as an added condition.

Rick suggested … to be completed by the end of 2024.

Randall stated, technically they are called guardrails.

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Adam's added condition: The addition of guard rails shall be added to the deck no later than July 31st, 2024.

Russ motioned to approve, Mike seconded with the three conditions as presented.
Conditions:

1. Applicant shall maintain a minimum of 50% vegetative screening as viewed from the lake during leaf on conditions.
2. The addition of guard rails shall be added to the deck no later than July 31st, 2024.
3. Land use permit fees shall be paid at 2x the normal payment rate.

Roll call vote commenced as follows:

Board member	**Vote (yes or no)**
Ken Hovet	yes
Dan Peyton	yes
Russ Vandenhuevel	yes
Mike Soukup	yes
Rick Johnson	yes

Motion carried to grant the variance.

Mike asked if there were any educational training sessions scheduled.

Adam stated he will contact Jason for times and dates of upcoming educational training.

Rick stated he really enjoyed the sessions.

Adam asked if they may be combined with the PC training again?

Rick stated yes.

Adam also mentioned the upcoming agenda will have the Reorganization of the Board and review Business Rules:

Rick asked if there were any re-appointments in 2024?

Adam stated there are no reappointments going into 2024 but there will be at the end of 2024 for the start of 2025.

Ken motioned to adjourn and Russ seconded. Voice vote to adjourn. No dissent heard. Motion carried and the meeting adjourned at 7:20 PM.

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Todd County Board of Adjustment
Rules of Business
Proposed for 2024

1. Regular Meetings: The Board of Adjustment (BOA) shall hold regular meetings, unless otherwise determined, on the fourth Thursday of each month, at the Todd County Boardroom, Upper Level of Historic Courthouse, 215 1st Avenue South, Long Prairie, MN 56347. Meetings shall commence at 6:00 PM and continue until all applications on the agenda have been heard.

2. Field Inspections: Field inspections to review applications to be considered at the regular meeting shall be conducted prior to the meeting. Field inspections will involve at least one staff and one BOA member although additional staff, members, or other officials may be included based on interest in the case. Additional field inspection days may be added depending on the number of applications received and/or the complexity of the case. No decisions are made on field inspections. BOA members visiting the site must attend the BOA meeting at which the case is discussed to receive per diem/mileage for the inspection. Landowner requests to be present do not need to be honored or coordinated by staff.

3. Special Meetings: The Chair or three members may call special meetings. Such meetings shall be called within ten (10) days advance notice to all available members, and to the public in the official newspaper. Notice shall specify: (1) the specific item or items to be considered at the special meeting, and (2) the date, time and place of the meeting. Special meetings of the Board of Adjustment shall be held in the Todd County Boardroom, Upper Level of Historic Courthouse, 215 1st Avenue South, Long Prairie, MN 56347, unless otherwise determined. All special meetings shall be limited to the specific item or items set forth in the notice.

The applicant shall pay all costs associated with a special meeting requested. Costs include application, public notice, notices to adjoining properties, per diem, mileages and staff hours.

4. Presiding Officer – Roll Call: The Chair, or in the Chair's absence, the Vice-Chair shall call the members to order and begin the meeting at the appointed time. The Chair or Vice-Chair calling the meeting to order shall be the Presiding Officer for the balance of the meeting.

5. Quorum: A simple majority of the members shall constitute a quorum for the transaction of business. The Presiding Officer is a member and shall have the right to vote on all matters coming before it, but shall have no veto power.

6. Minutes: The Todd County Planning and Zoning Office staff shall prepare written copies of the minutes of the preceding meeting and distribute them to its members no later than the start of its current session. Audio taping of the meeting may be made for reference by the Planning and Zoning Director. The approved minutes and audio tape (only for 6 months) of the meeting shall be the official record of meetings. A copy of the minutes shall be available in the Planning and Zoning Office. Upon the appearance of a quorum at a meeting, the Presiding Officer shall inquire of the members whether they wish to approve, disapprove or amend the minutes of the previous meeting as prepared by Planning and Zoning staff. Any mistake or omission in the minutes may then be corrected. Minutes from previous meetings will be placed on the Todd County web site quarterly.

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7. Order of Business: The Presiding Officer shall preserve order and decorum. Planning and Zoning staff shall act as a parliamentarian and the Presiding Officer shall decide questions of order, subject to an appeal to the members. Staff shall prepare a written agenda in advance of all meetings in order of presentation which they deem best or as directed by the Board of Adjustment Chair. Staff shall release the proposed agenda and release the information packet to BOA members no later than 10 days immediately preceding the meeting. A person requesting that an application be placed on the agenda shall furnish sufficient information and detail so as to enable the Board of Adjustment to rule on the application in accordance with County Ordinances, and enable Planning and Zoning staff to enter the item on the meeting agenda in a summary adequate to alert the public as to the nature of the matter to be discussed. If, in the opinion of the Planning and Zoning Director, such information and detail is not provided, the Director may refuse to place the application on the agenda or table the application for a future meeting. The Board of Adjustment by majority vote may amend the agenda proposed by staff.

8. Applicant Representation: The applicant or their representative shall attend the meeting to represent their application or the application will be tabled until the next regular meeting. County staff shall not represent an applicant in a case.

9. Citizen Comment: Except as regulated by State Statute or Rule, citizen comment will be heard on all topics on the agenda. Each speaker will be afforded up to three minutes to present oral arguments. This time limit may be extended at the discretion of the Presiding Officer. Large groups are encouraged to select a single speaker to present their oral argument.

10. Public Correspondence: All public correspondence must be submitted 48 hours before the scheduled meeting to be considered acceptable.

11. Recognition by the Presiding Officer: Every Board of Adjustment member or member of the public shall respectfully address the Presiding Officer by the appellation “Mr. Chairman” or “Madame Chair”, and shall not speak further until recognized by the Presiding Officer. Once a member of the audience has been recognized by the Presiding Officer as requesting to address the Board of Adjustment, the Presiding Officer shall require the individual to identify themselves by stating their name and address.

12. Designation by Presiding Officer: When two or more members request to speak, the Presiding Officer shall designate who is first to speak, but in all cases the member who shall first address the chair shall speak first.

13. Debated Motion: No ordinary motion shall be debated, or put on the table, unless the same is seconded by a member or the Presiding Officer. Privileged motions need not be seconded. The Presiding Officer shall restate any motion if required to do so by a member. Items on the agenda may be debated prior to submission of an ordinary motion. The withdrawal of either the motion or the second to a motion shall terminate debate on the motion.

14. Presentment of Petitions and Communication: Petitions and communications on the agenda may be presented by a member of the Board of Adjustment or by Planning and Zoning staff.

15. Conflict of Interest: If a Board of Adjustment member has a conflict of interest in a case they shall proclaim such as soon as the conflict becomes known or before the case is presented to the Board. This will allow staff to ensure a full board is present to hear the case. The member with the conflict shall then excuse themselves

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from the discussion of the case. If there is a question as to whether a particular issue is sufficient to disqualify a regular board member from voting then it shall be decided by majority vote of all board members except the one member being challenged.

16. Voting: When a question is put by the Presiding Officer, every member present shall vote unless the Board of Adjustment, for special reason, shall excuse a member prior to the calling of the roll or a legal conflict of interest prohibits a member from voting. Unless a member requests, all items will be decided by voice vote. Any member, who being present when his or her name is called, fails to vote upon any pending proposition, unless previously excused, shall be counted as having voted in the positive. A member may request a roll call vote at any time prior to the commencement of other business.

17. General Public Hearing Notice Requirements: The Administrator shall publish written notice of all Board of Adjustment hearings in the legal newspaper for Todd County and posted notice on the County website, not less than ten (10) days prior to the hearing date. The published notice shall state the purpose, time, date and place of the hearing, a brief summary of the nature of all applications. In addition to published notification, the following shall receive individual written notices of these public hearings:

1. Board of Adjustment;
2. The Town Board in the Township – where the property is located;
3. Minnesota Department of Transportation – if proposal abuts any federal or state highway;
4. Commissioner of Natural Resources – if the proposed application is located in any Shoreland District or any Flood Plain District;
5. Watershed District Office – if the proposed application is located within a watershed district;
6. Lake Associations – if the proposed application is located on a lake having an association that has filed a letter with the Administrator requesting such information;
7. Individual landowners who have requested such notification;
8. Property Owners Notice per MN State Statute 394.26.

18. Absent Member: Every member that anticipates being absent from a meeting shall notify Planning and Zoning staff so that alternates can be contacted. Members are expected to attend 75% or more meetings over a 12 month period (this allows 3 absences in one year).

19. Meeting Procedural Rules:

Pre-Meeting Meetings are scheduled to deliberate variance requests for Todd County lands. Cases result from applications being developed and submitted by applicants. Staff review a case for completeness and can place the case on hold until further information is obtained. Public notice is made to meet state requirements.

Presenting a Case
1) The applicant is introduced,
2) staff report,
3) the applicant is then asked if the staff report accurately represents the request,
4) public comment,
5) Board Q/A of the applicant, staff, and possible of citizens,
6) Board decision.

Concluding Hearing of a Case This is done by motion and vote with a variety of options.

Place case on hold. As a case is deliberated it may become apparent that insufficient evidence is present to either determine the case or to set conditions. Such a case can be placed on hold indefinitely by the landowner or for 60 days by the board during which time the landowner must produce the information requested. The

case can be denied if no or insufficient information is provided. When putting a case on hold it is important to specify exactly what the applicant needs to bring back to staff prior to the case being put on the next available agenda. Put in form of motion.

If the original case is substantially altered or additional variances requested the case should be re-advertised and brought to a future meeting.

Deny the request. State the reasons for denial (use answers from board case questions)

Approve the Request. With or without conditions. Be sure these are clear.

Another Option is to make a motion for staff to develop reasons for denial, or conditions, and present at the next meeting. This might be a good process for a very detailed and controversial case. The board would pick up the motion first thing at the next meeting with a review of reasons and a motion.

20. Committees: Board of Adjustment members may serve on committees to study a land use issue or work on portions of the Todd County Land Use Ordinance as directed by the Board of Commissioners. Proposals for work to be completed should be brought to the full board of commissioners for approval by the Administrator prior to commencing the work.

21. Suspension or Amendment of Rules: No rule shall be suspended, altered or rescinded except upon affirmation vote of four members, unless notice of such change shall have been given at a previous meeting in which case only a majority shall be required.

22. Agenda is Public: Any member of the public or the news media requesting copies of any regular or special meeting agenda shall be provided the same pursuant to Minnesota Statutes, Chapter 471.705 1c (b).

23. Annual review of Rules of Business: Board of Adjustment shall, at least annually, review and adopt necessary amendments to these Rules of Business.

24. Board of Adjustment members and alternates shall be appointed by the Board. Todd County has 5 appointed members for the Board of Adjustment, one Planning Commission Liaison, and at least one alternate member. One BOA member shall be appointed from each County Commissioner district and approved by BOC action at a regularly scheduled meeting. After the initial appointment, members shall be appointed for a four year term expiring December 31st. The removal of any members for non-performance, misconduct or malfeasance in the office shall be the responsibility of the Board of Commissioners. Non-performance shall include non-attendance at less than the required regularly scheduled meetings. A full term is four years in duration. Terms times shall stagger to start 2 years after the Commissioners term. Current Board of Adjustment Members and Terms as set by the County Board.

25. Training is necessary to keep BOA members informed and educated on land use case handling. Members are strongly encouraged to participate in at least one training event per term.

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Appeal for a Variance

Applicant Mike & Lori Lyon

Mailing Address 31664 Cedar Ridge Road, St. Joseph, mn. 56374

Site Address 14314 Chippewa Rd. Burtrum

Phone Number _____ Cell Number [redacted]

E-Mail Address Mike@Precisemn.com

Property Owners Name & Address (if not applicant) _____

_____

Parcel Number(s) _____ 11-004960

Section: 3 Township 127

Zoning District (circle one): AF-1; AF-2; R-10; R-2; UG; RT; Commercial; Industry; or Shoreland (Lake or River Name): Mound

Do you own land adjacent to this parcel(s) ____Yes __X__No - 3 Lots all one now

Septic System: Date installed 6-17-16 Date of Compliance Inspection 12-28-23

Is a new system needed: ____yes ____no ____ STS Design attached

Required for applications with existing septic systems: Approved design submitted for new system to be installed, new system installed within previous 5 years, or passing compliance inspection on existing system in previous 3 years

Variances Requested:
What standards or requirements are you unable to maintain? (Check all that apply)

Lot width____	Lot area____	Lake or River setback__X__	Bluff setback____
Road right-of-way setback__X__		Side Yard setback____	Buildable area____
Impervious surface coverage____		Building/Structure Height__X__	Other____

LIST YOUR VARIANCE REQUEST(s) and what, if the variance were granted, you intend to build or use the land for. **For example:** *"Request to reduce the 10ft structural setback from my west side lot line to 8ft for the construction of a detached garage to be used for vehicle and personal storage."*

1.) Request to reduce OHWL Setback From 100' to 34.85' for Construction of deck and From 100' for the house to 44.85'

2.) Request to reduce road right away from 20' to 8.56"

3.) Request Deck height From 18' to 21' 1½"

4.)

**State Statutes Section 394.7 Subd7: Variances: Practical Difficulties. The BOA shall have the exclusive power to order the issuance of variances from the requirements of any official control including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of official control, and when variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with official rules; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.

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

EXPLAIN YOUR PRACTICAL DIFFICULTIES or reason why you need your request approved.**

① Lots were platted back in 1917 and Shoreland standards did not come into effect until 1972.

② Only have 7' on South side of lot that is buildable and 0' on North Side.

It is important that you flag your related property lines and proposed building locations

Have you flagged your lot? (Y) (N)

SKETCH DRAWING

See Survey

The applicant or agent hereby makes application for a variance agreeing to do all such work in accordance with all Todd County Ordinances. Applicant or agent agrees that site plan, sketches, and other attachments submitted herewith are true and accurate. Applicant or agent agrees that, in making application for a variance grants permission to Todd County, at reasonable times during the application process and thereafter, to enter applicant's premises to determine the feasibility of granting said variance or for compliance of that application with any applicable county, state, or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is alter found or determined by the county to be inaccurate, the County may revoke the variance based upon the supply of inaccurate information.

If the applicant is not the property owner, both signatures are required below.

Mike Lyon		12-26-23
Applicant Name Printed	Signature	Date
Lori Lyon		12.26.23
Property Owner Name Printed	Signature (If different than applicant)	Date

IMPERVIOUS SURFACE WORKSHEET (FOR SHORELAND ONLY)

APPLICANT INFORMATION

Name Mike & Lori Lyon

Site Address 14314 Chippewa Rd.

Phone [redacted]

City Bertram State MN Zip

Mailing Address 31664 Cedar Ridge Road St. Joseph, MN 56374

Parcel Number -

Lake/River Name Mound

IMPERVIOUS SURFACE: is a constructed hard surface that either prevents or retards the entry of water into the soil or causes water to run off the surface in greater quantities & at an increased rate of flow than prior to development.

LOT/STRUCTURE DIMENSIONS

Total lot area: 22,406 sq ft

List all structures (structure's foundation footprint: length, width, and total area)

Existing	Proposed
1.	House - 1,764 sq. ft
2.	Garage - 1,216 sq. ft
3.	Boat House - 338 sq. ft
4.	
5.	
6.	
7.	
8.	

List all non-roofed hard surfaces: Examples include sidewalks, paver stones, retaining walls, patios, decks, driveways & parking areas (asphalt, concrete or gravel), and areas of landscaping underlain with plastic or other impervious liners:

Existing	Proposed
1.	Drive Way ~ 630 sq. ft
2.	Side Walk ~ 160 sq. ft.
3.	
4.	
5.	
6.	
7.	
8.	

Total of 25% of lot may be covered by impervious surfaces (15% of which are from roofed structures)

1. List in the table below any efforts by landowner to reduce project impact by removing or reducing impervious surfaces.

List Structure or Impervious Surface to Be removed	Square footage to be removed	Location of structure or impervious surface to be removed (see table below)
Example: concrete drive to lake	8' x 35' = 280 sq ft	(C) Within Impact Zone
Fire pit & Pavers	16' Circle = 201 sq. ft	
Concrete Pad - side of house	22'6" x 22'6" = 506 sq. ft	
Side walk from home to lake	3' x 20' = 60 sq. ft	

Location of variance request in reference to Ordinary High Water level	General Development Lake	Recreational Development Lake	Natural Environment Lake and Rivers / Streams
A. Outside shoreland building setback	75'+	100'+	150' +
B. Between Shore Impact Zone and Building Setback	37.5' to 75'	50' to 100'	75' to 150'
C. Within Shore Impact Zone	0 to 37.5'	0 to 50'	0 to 75'

2. List below any Storm Water Management Best Management Practices (BMP's) that will be installed to help mitigate impacts of development.

INFILTRATION BMP's

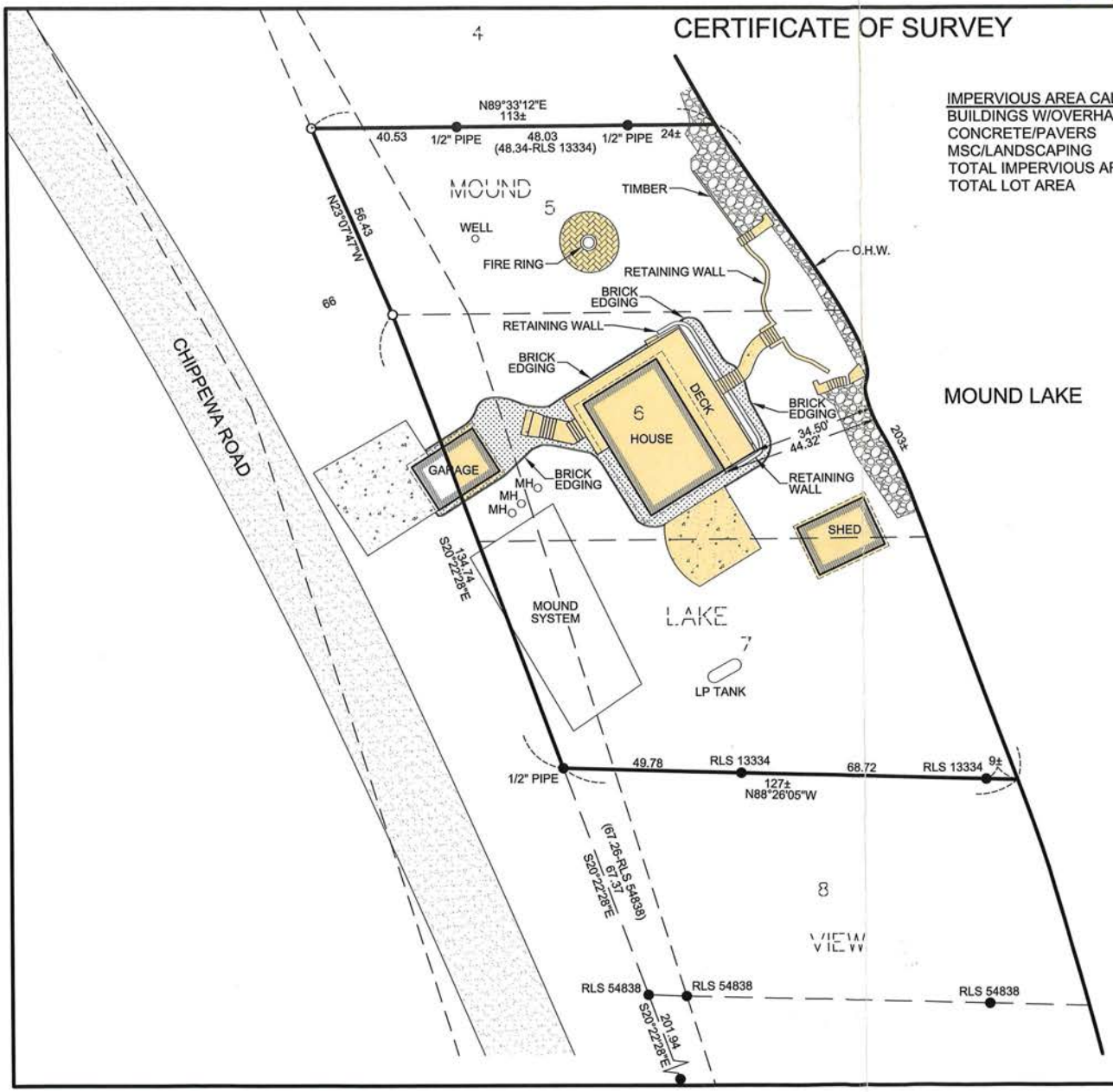
List any measures you plan on taking to increase water infiltration and retention. Examples include rain gutters, rain gardens, retention swales, berms, sub-surface tile, etc. Efforts to install BMP's will be graded positively in the site evaluation. Locate projects on site map.

VEGETATION BMP's

Vegetation planting along lake shore areas is also a Best Management Practice. Planting areas of your lakeshore impact zone with permanent vegetation helps infiltrate water, reduce lake impact, provide habitat, and screen the dwelling from other lake users. Plantings are graded positively in the site evaluation. List any areas to be planted or restored and mark the location on your site map.

Existing

CERTIFICATE OF SURVEY



MOUND LAKE

IMPERVIOUS AREA CALCULATION	
BUILDINGS W/OVERHANG & DECKS	2,100 S.F.
CONCRETE/PAVERS	775 S.F.
MSC/LANDSCAPING	204 S.F.
TOTAL IMPERVIOUS AREA	3,079 S.F.
TOTAL LOT AREA	/22,406 S.F.
	13.7% IMPERVIOUS

N

1=30

0 30 60

SCALE IN FEET

- ● INPLACE IRON MONUMENT
- ○ 1/2" IRON REBAR WITH PLASTIC CAP STAMPED "RLS 42620" & "RLS 45335"
- ( ) RECORD DATA
- GRAVEL
- CONCRETE
- PAVERS
- LANDSCAPE ROCK
- RIPRAP
- CALCULATED IMPERVIOUS AREA

SURVEYORS NOTE:
Landscape rock that is not shown as impervious has a pervious fabric under it.

SEC. 3 T 127 N R 32 W

DATE: 12/14/2023 • DRAWN BY: JSM • CHECKED: BMN • JOB NO. 11867

REQUESTED BY: MIKE LYON

Nyberg SURVEYING
509 22ND AVE. EAST, SUITE 101
ALEXANDRIA, MINNESOTA 56308
PH. (320) 762-4111
www.nybergsurveying.com

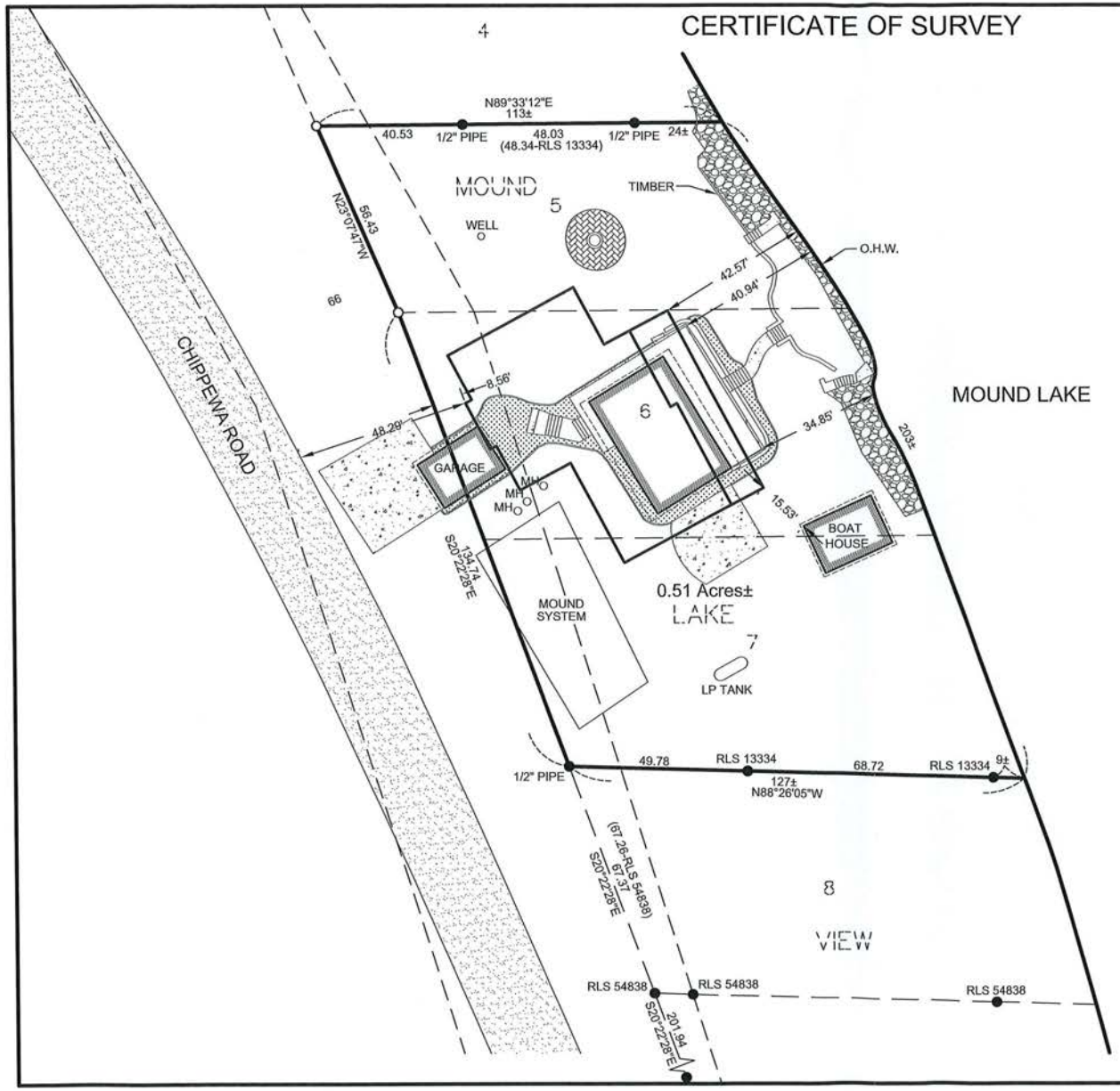
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Brad M. Nyberg

Date December 14th, 2023 License No. 42620

Proposed

CERTIFICATE OF SURVEY



N

1=30

0 30 60

SCALE IN FEET

- ● INPLACE IRON MONUMENT
- ○ 1/2" IRON REBAR WITH PLASTIC CAP STAMPED "RLS 42620" & "RLS 45335"
- ( ) RECORD DATA
- GRAVEL
- CONCRETE
- PAVERS
- LANDSCAPE ROCK
- RIPRAP
- CALCULATED IMPERVIOUS AREA

SURVEYORS NOTE:
Landscape rock that is not shown as impervious has a pervious fabric under it.

SEC. 3 T 127 N R 32 W

DATE: 12/29/2023 • DRAWN BY: JSM • CHECKED: BMN • JOB NO. 11867

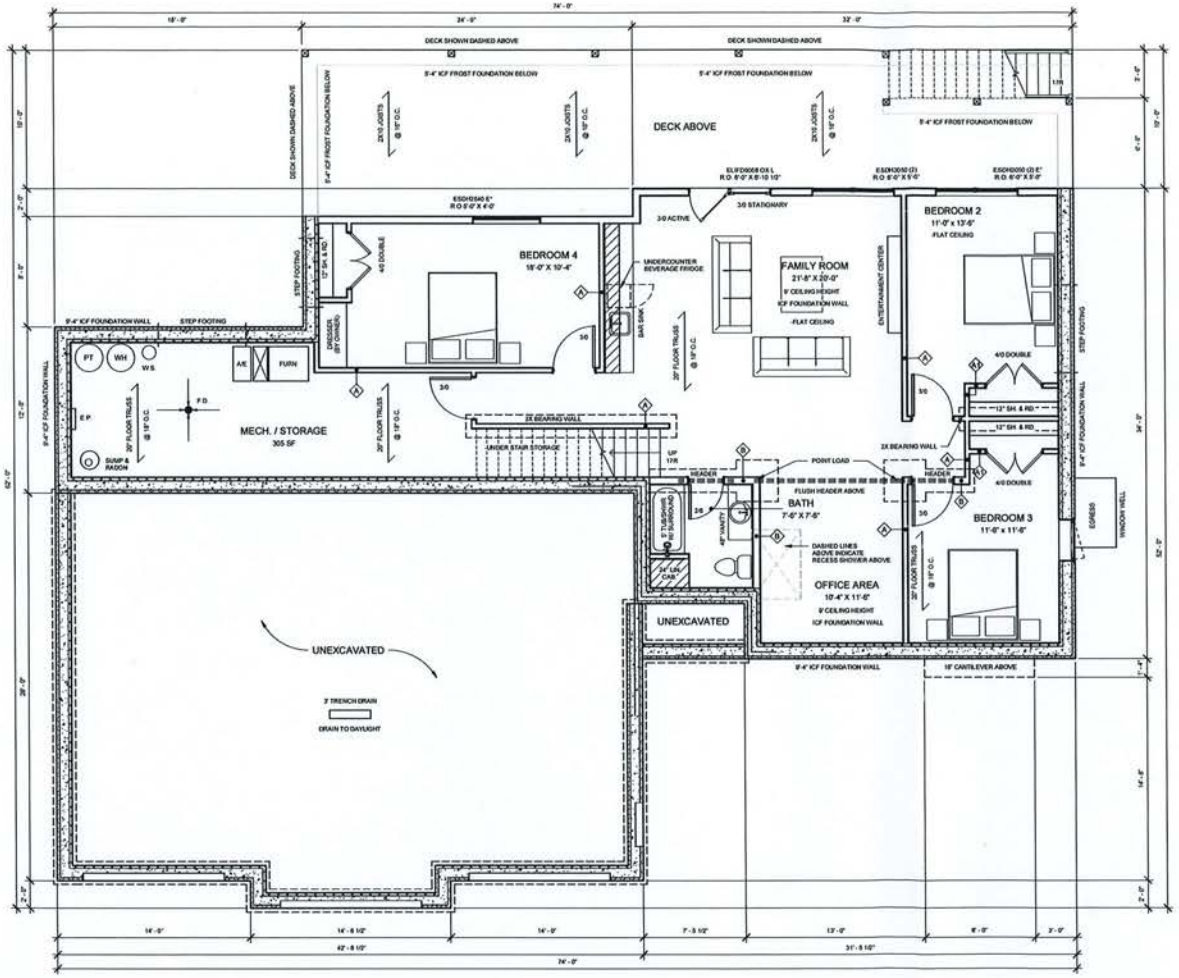
REQUESTED BY: MIKE LYON

Nyberg SURVEYING
509 22ND AVE. EAST, SUITE 101
ALEXANDRIA, MINNESOTA 56308
PH. (320) 762-4111
www.nybergsurveying.com

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Brad M. Nyberg

Date December 29th, 2023 License No. 42620



BASEMENT FLOOR
1/4" = 1'-0"

PLAN NORTH

PROJECT INFORMATION - FLOOR PLANS

- ALL DIMENSIONS ARE FROM EXTERIOR SHEATHING, CENTER OF STUD, OR CENTER OF OPENING
- WINDOWS ARE BASED ON MARVIN ESSENTIAL SERIES
  1) WINDOW STYLE: DOUBLE HUNG, CASEMENT, PICTURE
  2) INTERIOR COLOR: TBD
  3) SCREEN: TBD
  4) HARDWARE COLOR: TBD
  5) GRID PATTERN(S) & COLOR: TBD
  6) GLASS OPTION: LOW-E
- FURNITURE (IF SHOWN) IS TO BE PROVIDED BY THE OWNER AND IS FOR REFERENCE ONLY.
- SEE PLANS FOR WINDOW HEADER HEIGHTS

INTERIOR DOORS
TRIM SPECIES:
TRIM STAIN/COLOR:
FINISH BY:
INTERIOR DOOR STYLE:
STAIN COLOR: SYCAMORE
INTERIOR HARDWARE:
HARDWARE COLOR:

INTERIOR TRIM / CASEWORK
CASING
TRIM STAIN/COLOR:
BASEBOARD
TRIM STAIN/COLOR:

FRONT ENTRY DOOR
(1) 7'0"/7'0" SD
INTERIOR COLOR: TBD
EXTERIOR COLOR: TBD
(1) 7'0"/7'0"/7'0" 14" SIDELITES
HARDWARE: TBD
HARDWARE FINISH: TBD

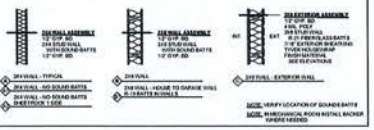
OVERHEAD DOORS
TYPE: TBD
SERIES: TBD
COLOR: TBD
GLASS: [illegible]
[illegible]: [illegible]
[illegible]: [illegible]

- 36 X 3 PARTE
PREFINISHED SHELVES WOOD GRAIN
COLOR: WHITE

*NOTE: AN 'E' NEXT TO WINDOWS DICTATES A WINDOW MUST MEET EGRESS REQUIREMENTS FOR EGRESS OF AN OPENING OF 5.7 SQ FT. CLEAR OR LARGER.

*NOTE: A 'T' DESIGNATION INDICATES TEMPERED GLASS AT SAID WINDOW. CONFIRM BEFORE ORDERING

WALL TYPES



PRELIMINARY

THESE PLANS ARE NOT TO BE USED FOR CONSTRUCTION

ST. ROSA LUMBER INC.
Build with the Best!
29033 COUNTY ROAD 17 FREEPORT, MN 56331
(320) 836-2284 OR 1-888-276-1751

DISCLAIMER:

THESE PLANS, FURNISHED BY ST. ROSA LUMBER INC. WERE PREPARED BY ONE OF OUR EXPERIENCED DRAFTSMEN. HOWEVER, OUR DRAFTSMEN ARE NOT FULLY QUALIFIED AS PROFESSIONAL ENGINEERS OR ARCHITECTS. ST. ROSA LUMBER INC. EXPRESSLY DISCLAIMS ANY LIABILITY IF ANY ERRORS HAVE BEEN MADE.

PROJECT NAME:
LYON, MIKE - NEW HOME
14314 CHIPPEWA ROAD
BURTRUM, MN 56318
MIKE: (320)-980-3995
mike@precisemn.com

REVISIONS / ISSUE

No.	Description	Date

SQ. FT :
1750 SF -(BASEMENT)
1764 SF -(FIRST FLOOR)
1216 SF -(GARAGE)

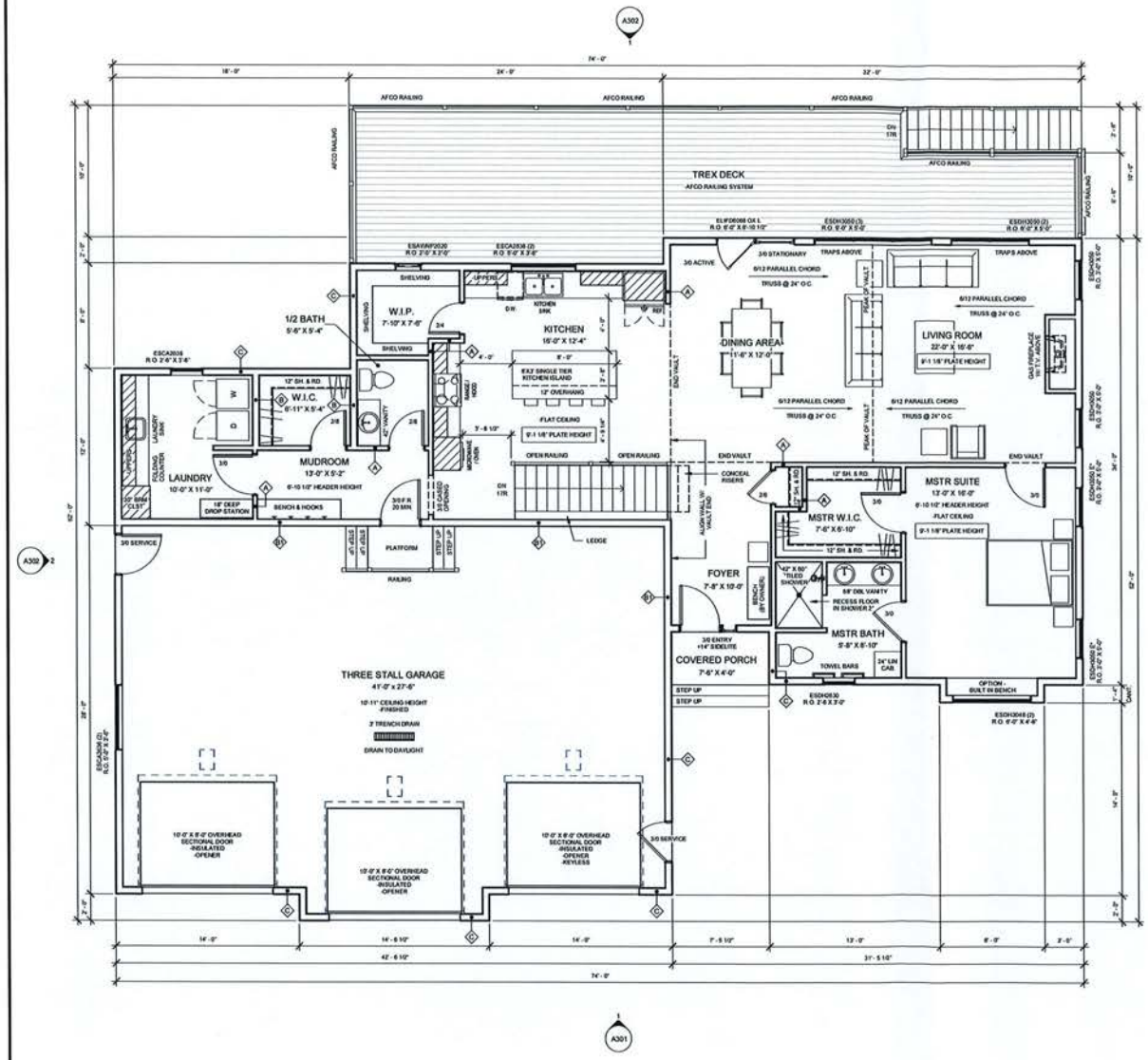
DATE:
12/27/2023

DRAWN BY:
NICK TURNER

SHEET NAME:
BASEMENT PLAN

A201

PRELIMINARY - NOT FOR CONSTRUCTION



FIRST FLOOR PLAN
1/4" = 1'-0"

PLAN NORTH

PROJECT INFORMATION - FLOOR PLANS

ALL DIMENSIONS ARE FROM EXTERIOR SHEATHING, CENTER OF STUD, OR CENTER OF OPENING.

- WINDOWS ARE BASED ON MARVIN ESSENTIAL SERIES
  1) WINDOW STYLE: DOUBLE HUNG, CASEMENT, PICTURE
  2) INTERIOR COLOR: TBD
  3) SCREEN: TBD
  4) HARDWARE COLOR: TBD
  5) GRID PATTERN(S) & COLOR: TBD
  6) GLASS OPTION: LOW-E

- FURNITURE (IF SHOWN) IS TO BE PROVIDED BY THE OWNER AND IS FOR REFERENCE ONLY.

- SEE PLANS FOR WINDOW HEADER HEIGHTS

INTERIOR DOORS
TRIM SPECIES:
TRIM STAIN/COLOR:
FINISH BY:
INTERIOR DOOR STYLE:
STAIN COLOR: SYCAMORE
INTERIOR HARDWARE:
HARDWARE COLOR:

INTERIOR TRIM / CASEWORK
CASING
TRIM STAIN/COLOR:
BASEBOARD
TRIM STAIN/COLOR:

FRONT ENTRY DOOR
(1) 777-777-777
INTERIOR COLOR: TBD
EXTERIOR COLOR: TBD
(1) 777-777-777 18" SIDELITES
HARDWARE: TBD
HARDWARE FINISH: TBD

OVERHEAD DOORS
TYPE: TBD
SERIES TBD
COLOR: TBD
GLASS: [illegible]
STYLE: [illegible]
FINISH: [illegible]

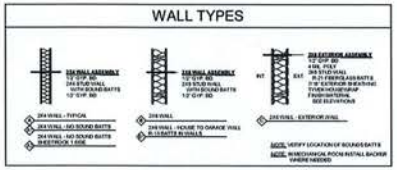
[illegible] PANTS
PREFINISHED SHELVES WOOD GRAIN
COLOR: WHITE

*NOTE: AN 'E' NEXT TO WINDOWS DICTATES A WINDOW MUST MEET EGRESS REQUIREMENTS FOR EGRESS OF AN OPENING OF 5.7 SQ.FT. CLEAR OR LARGER.

*NOTE: A 'T' DESIGNATION INDICATES TEMPERED GLASS AT SAD WINDOW. CONFIRM BEFORE ORDERING

PRELIMINARY

WALL TYPES



PRELIMINARY
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29033 COUNTY ROAD 17 FREEPORT, MN 56331
(320) 836-2284 OR 1-888-276-1751

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PROJECT NAME:
LYON, MIKE - NEW HOME
14314 CHIPPEWA ROAD
BURTRUM, MN 56318
MIKE: (320)-980-3995
mike@precisemn.com

REVISIONS / ISSUE

No.	Description	Date

SQ. FT :
1750 SF -(BASEMENT)
1764 SF -(FIRST FLOOR)
1216 SF -(GARAGE)

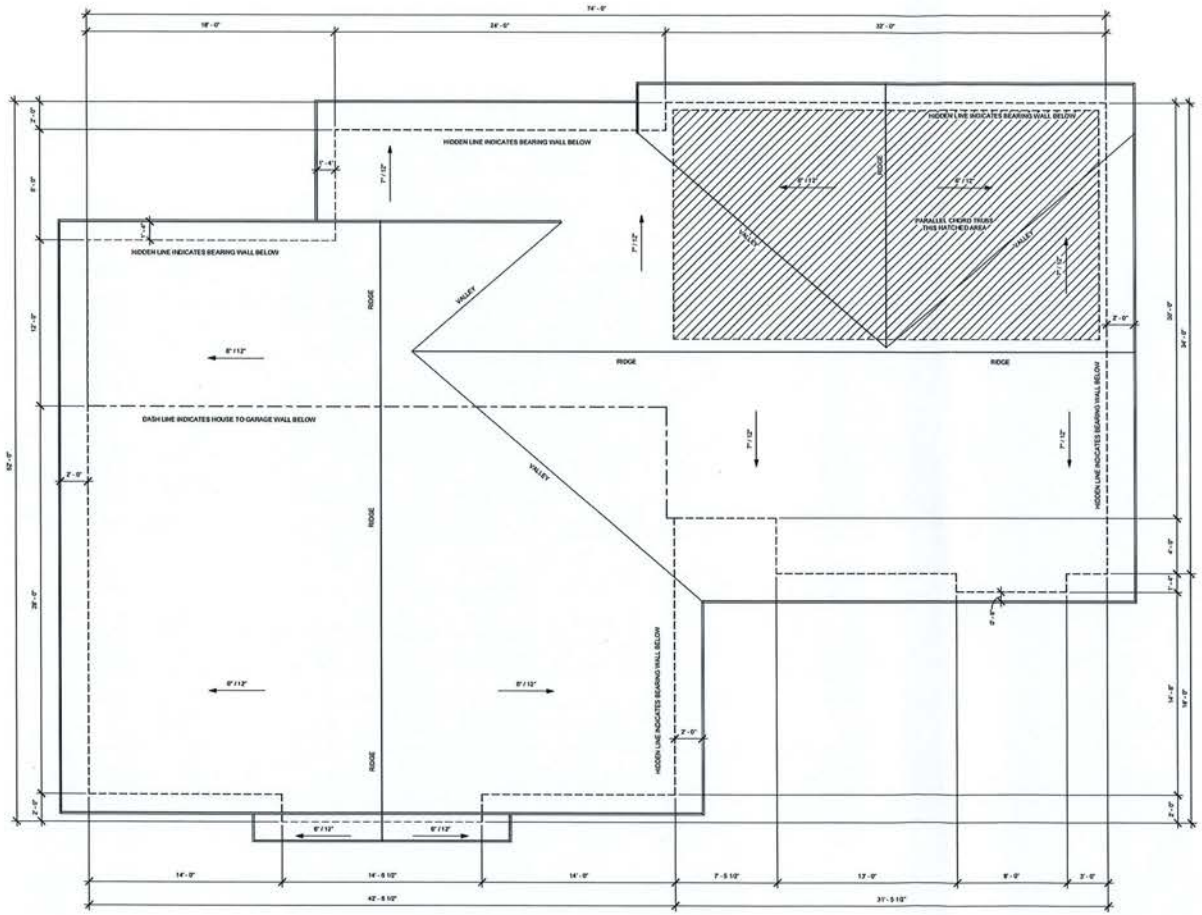
DATE:
12/27/2023

DRAWN BY:
NICK TURNER

SHEET NAME:
FIRST FLOOR PLAN

A202

PRELIMINARY - NOT FOR CONSTRUCTION



1 ROOF PLAN
1/4" = 1'-0"

PLAN NORTH

PRELIMINARY
THESE PLANS ARE NOT TO BE USED FOR CONSTRUCTION

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Build with the Best!
29033 COUNTY ROAD 17 FREEPORT, MN 56331
(320) 836-2284 OR 1-888-276-1751

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PROJECT NAME:
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14314 CHIPPEWA ROAD
BURTRUM, MN 56318
MIKE: (320)-980-3995
mike@precisemn.com

REVISIONS / ISSUE

No.	Description	Date

SQ. FT :
1750 SF -(BASEMENT)
1764 SF -(FIRST FLOOR)
1216 SF -(GARAGE)

DATE:
12/27/2023

DRAWN BY:
NICK TURNER

SHEET NAME:
ROOF PLAN

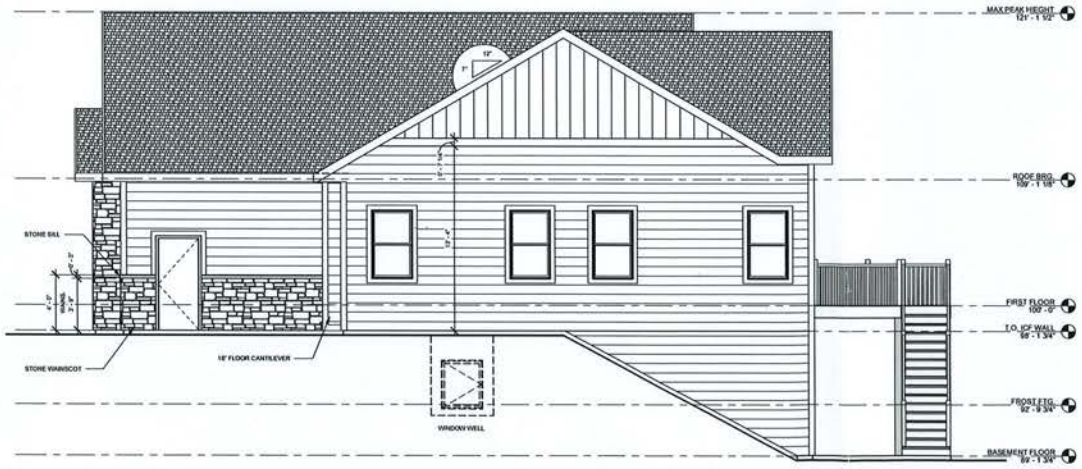
A203

PRELIMINARY - NOT FOR CONSTRUCTION



1 FRONT ELEVATION
1/4" = 1'-0"

1) GRADE SHOWN IS RELATIVE TO LOCATE STRUCTURE AND IS NOT REPRESENT OF FINAL LANDSCAPING AND GRADE MODIFICATION



2 RIGHT ELEVATION
1/4" = 1'-0"

1) GRADE SHOWN IS RELATIVE TO LOCATE STRUCTURE AND IS NOT REPRESENT OF FINAL LANDSCAPING AND GRADE MODIFICATION

2) SEE 1 ON A301 FOR ADDITIONAL INFORMATION

PRELIMINARY
THESE PLANS ARE NOT TO BE USED FOR CONSTRUCTION

ST. ROSA LUMBER INC.
Build with the Best!
29033 COUNTY ROAD 17 FREEPORT, MN 56331
(320) 836-2284 OR 1-888-226-1751

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PROJECT NAME:
LYON, MIKE - NEW HOME
14314 CHIPPEWA ROAD
BURTRUM, MN 56318
MIKE: (320)-980-3995
mike@precisemn.com

REVISIONS / ISSUE

No.	Description	Date

SQ. FT :
1750 SF -(BASEMENT)
1764 SF -(FIRST FLOOR)
1216 SF -(GARAGE)

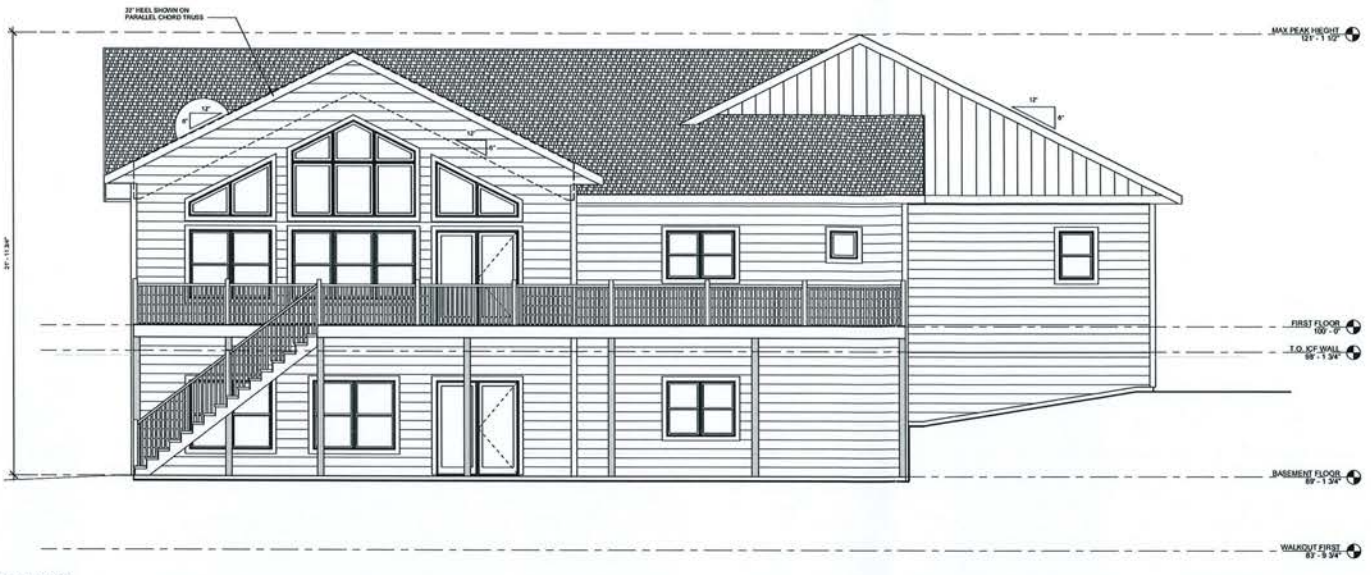
DATE:
12/27/2023

DRAWN BY:
NICK TURNER

SHEET NAME:
ELEVATIONS

A301

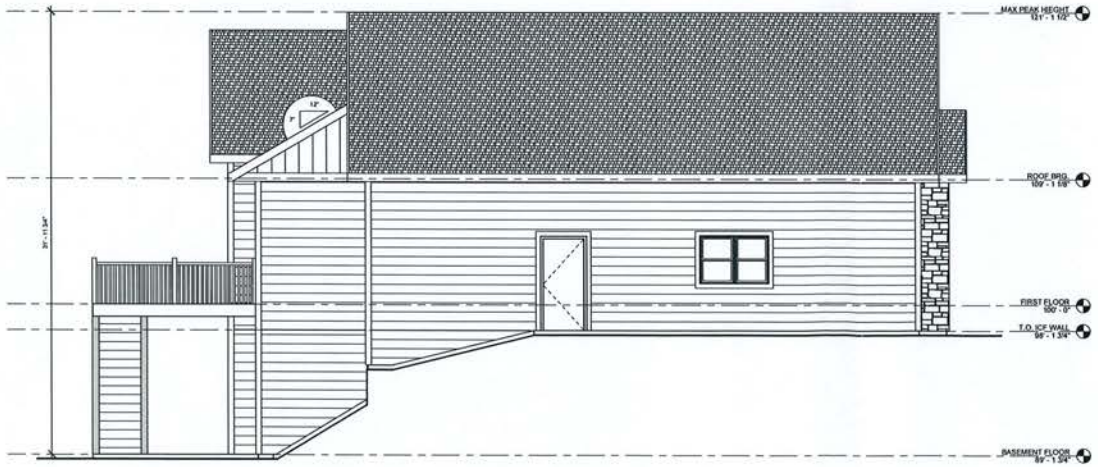
PRELIMINARY - NOT FOR CONSTRUCTION



1 REAR ELEVATION
1/4" = 1'-0"

1) GRADE SHOWN IS RELATIVE TO LOCATE STRUCTURE AND IS NOT REPRESENT OF FINAL LANDSCAPING AND GRADE MODIFICATION

2) SEE 1 ON A301 FOR ADDITIONAL INFORMATION



2 LEFT ELEVATION
1/4" = 1'-0"

1) GRADE SHOWN IS RELATIVE TO LOCATE STRUCTURE AND IS NOT REPRESENT OF FINAL LANDSCAPING AND GRADE MODIFICATION

2) SEE 1 ON A301 & A302 FOR ADDITIONAL INFORMATION

PRELIMINARY

THESE PLANS ARE NOT TO BE USED FOR CONSTRUCTION

ST. ROSA LUMBER INC.
Build with the Best!
29033 COUNTY ROAD 17 FREEPORT, MN 56331
(320) 836-2284 OR 1-888-276-1751

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PROJECT NAME:

LYON, MIKE - NEW HOME

14314 CHIPPEWA ROAD
BURTRUM, MN 56318

MIKE: (320)-980-3995
mike@precisemn.com

REVISIONS / ISSUE

No.	Description	Date

SQ. FT :
1750 SF -(BASEMENT)
1764 SF -(FIRST FLOOR)
1216 SF -(GARAGE)

DATE:
12/27/2023

DRAWN BY:
NICK TURNER

SHEET NAME:
ELEVATIONS

A302

PRELIMINARY - NOT FOR CONSTRUCTION

PRELIMINARY - NOT FOR CONSTRUCTION

ISOMETRIC VIEW 1

ISOMETRIC VIEW 2

ISOMETRIC VIEW 3

ISOMETRIC VIEW 4

PRELIMINARY
THESE PLANS ARE NOT TO BE USED FOR CONSTRUCTION

ST. ROSA LUMBER INC.
Build with the Best
29033 COUNTY ROAD 17 FREEPORT, MN 56331
(320) 834-2284 OR 1-888-276-7701

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PROJECT NAME:
LYON, MIKE - NEW HOME

14314 CHIPPEWA ROAD
BURTRUM, MN 56318
MIKE: (320)-980-3995
mike@precisemn.com

REVISIONS / ISSUE

No.	Description	Date

SQ. FT.:
1750 SF - (BASEMENT)
1744 SF - (FIRST FLOOR)
1216 SF - (GARAGE)

DATE:
12/27/2023

DRAWN BY:
NICK TURNER

SHEET NAME:
3D VIEWS

A701



Todd County
MINNESOTA

Todd County GIS
215 1st Ave S, Ste 102
Long Prairie, MN 56347
(Office) 320-732-4248

Todd County GIS

GIS Site Map

0 0.005 0.01 0.02 mi

0 0.005 0.01 0.02 mi

N W E S

The Todd County GIS & Land Services Department has made every effort to provide the most accurate and up-to-date information available in this publication and cannot be held responsible for any unforeseen errors or omissions. If the recipient wishes to locate parcel corners and property lines, employ the services of a Registered Land Surveyor.

Printed on:
Wednesday, January 3, 2024

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
MINNESOTA EST. 1855

PLANNING & ZONING
215 1st Avenue South, Suite 103
Long Prairie, MN 56347
Phone: 320-732-4420 Fax: 320-732-4803
Email: ToddPlan.Zone@Co.Todd.MN.US

RECEIVED
DEC 29 2023
TODD
PLANNING & ZONING

Appeal for a Variance

Applicant Dennis + Jody Wessel

Mailing Address 27335 Alpha Ln Grey Eagle, Mn 56336

Site Address Same

Phone Number [redacted] Cell Number [redacted]

E-Mail Address dennis.wessel17@gmail.com

Property Owners Name & Address (if not applicant) _____

Parcel Number(s) 03-0045500

Section: 26 Township Birchdale - 127

Zoning District (circle one): AF-1; AF-2; R-10; R-2; UG; RT; Commercial; Industry; or Shoreland (Lake or River Name): Little Birch Lake

Do you own land adjacent to this parcel(s) X Yes ____ No

Septic System: Date installed _____ Date of Compliance Inspection 12-28

Is a new system needed: yes (no) STS Design attached

Required for applications with existing septic systems: Approved design submitted for new system to be installed, new system installed within previous 5 years, or passing compliance inspection on existing system in previous 3 years

Variances Requested:
What standards or requirements are you unable to maintain? (Check all that apply)

Lot width____	Lot area____	Lake or River setback X	Bluff setback____
Road right-of-way setback____	Side Yard setback____		Buildable area____
Impervious surface coverage____	Building/Structure Height____		Other____

Receipt#2023-0800

LIST YOUR VARIANCE REQUEST(s) and what, if the variance were granted, you intend to build or use the land for. **For example:** *"Request to reduce the 10ft structural setback from my west side lot line to 8ft for the construction of a detached garage to be used for vehicle and personal storage."*

1.) 6'x 22" addition on backside (N-NW) to be used for adding a handicap accessable stairway OHW setback 92' instead of 100'

2.)

3.)

4.)

**State Statutes Section 394.7 Subd7: Variances: Practical Difficulties. The BOA shall have the exclusive power to order the issuance of variances from the requirements of any official control including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of official control, and when variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with official rules; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.

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

EXPLAIN YOUR PRACTICAL DIFFICULTIES in reason why you need your request approved.**

Homeowner has Parkinsons making access to enter home difficult. Steps onto deck and steps up to previous addition. The addition would allow safe access from ground level into home

It is important that you flag your related property lines and proposed building locations

Have you flagged your lot? (Y) (N)

AUTHORIZED AGENT FORM

I hereby authorize Jody Wessel to act as my authorized agent for all public hearing(s) and legal relations with this application on property located at:

Site address 27335 Alpha Ln Grey Eagle, Mn 56336

Section # 26 Township Name Birchdale

Parcel Number(s) 030024100

Property Owner(s) name (print) Dennis & Jody Wessel

Property Owner(s) Signature(s) Jody Wessel Date 12/29/23

Authorized Agent(s) name (print) Jody Wessel

Authorized Agent(s) Signature(s) Jody Wessel Date 12-29-23

Authorized Agent Phone Number [redacted]

SKETCH DRAWING

See attached

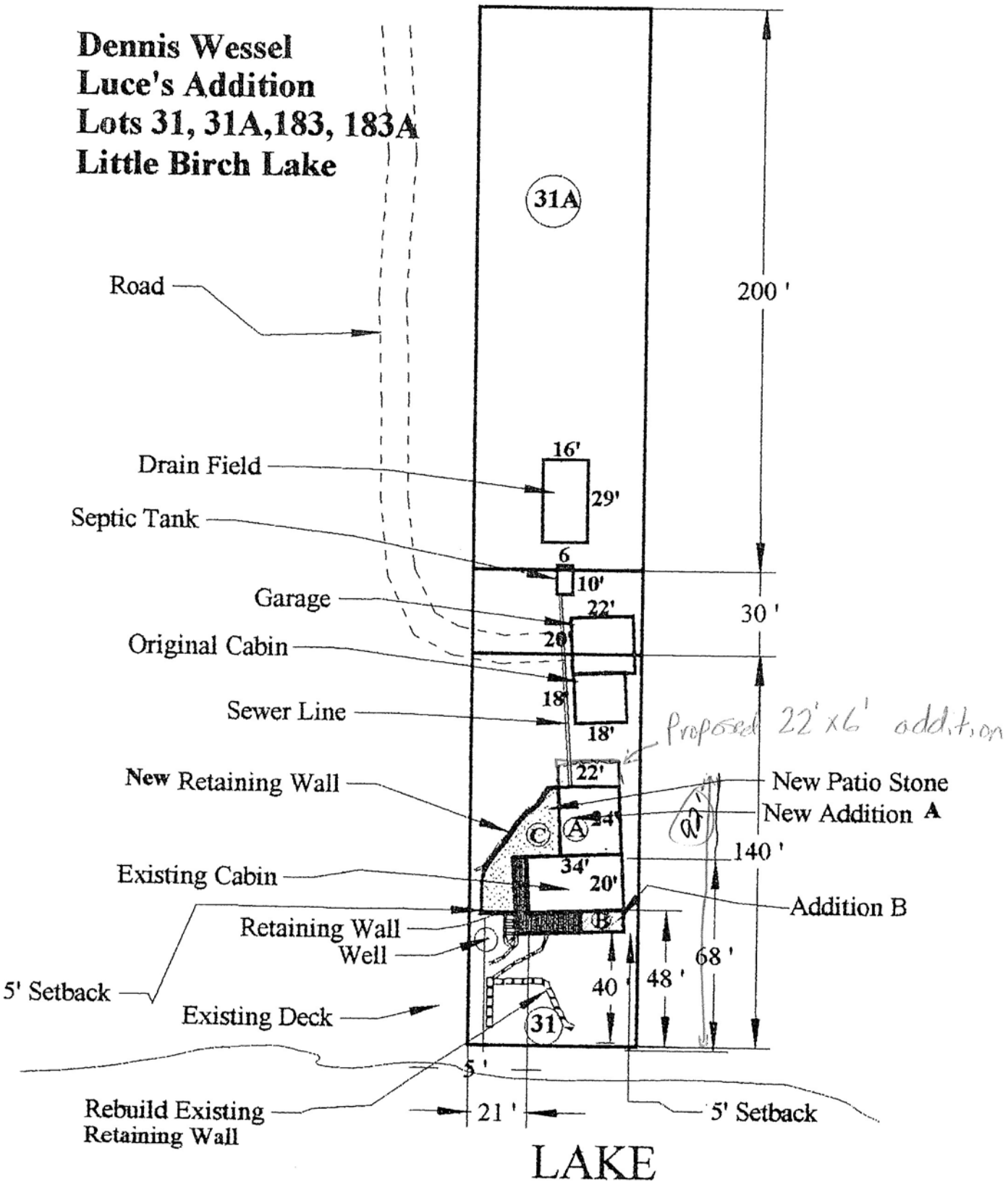
The applicant or agent hereby makes application for a variance agreeing to do all such work in accordance with all Todd County Ordinances. Applicant or agent agrees that site plan, sketches, and other attachments submitted herewith are true and accurate. Applicant or agent agrees that, in making application for a variance grants permission to Todd County, at reasonable times during the application process and thereafter, to enter applicant's premises to determine the feasibility of granting said variance or for compliance of that application with any applicable county, state, or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is alter found or determined by the county to be inaccurate, the County may revoke the variance based upon the supply of inaccurate information.

If the applicant is not the property owner, both signatures are required below.

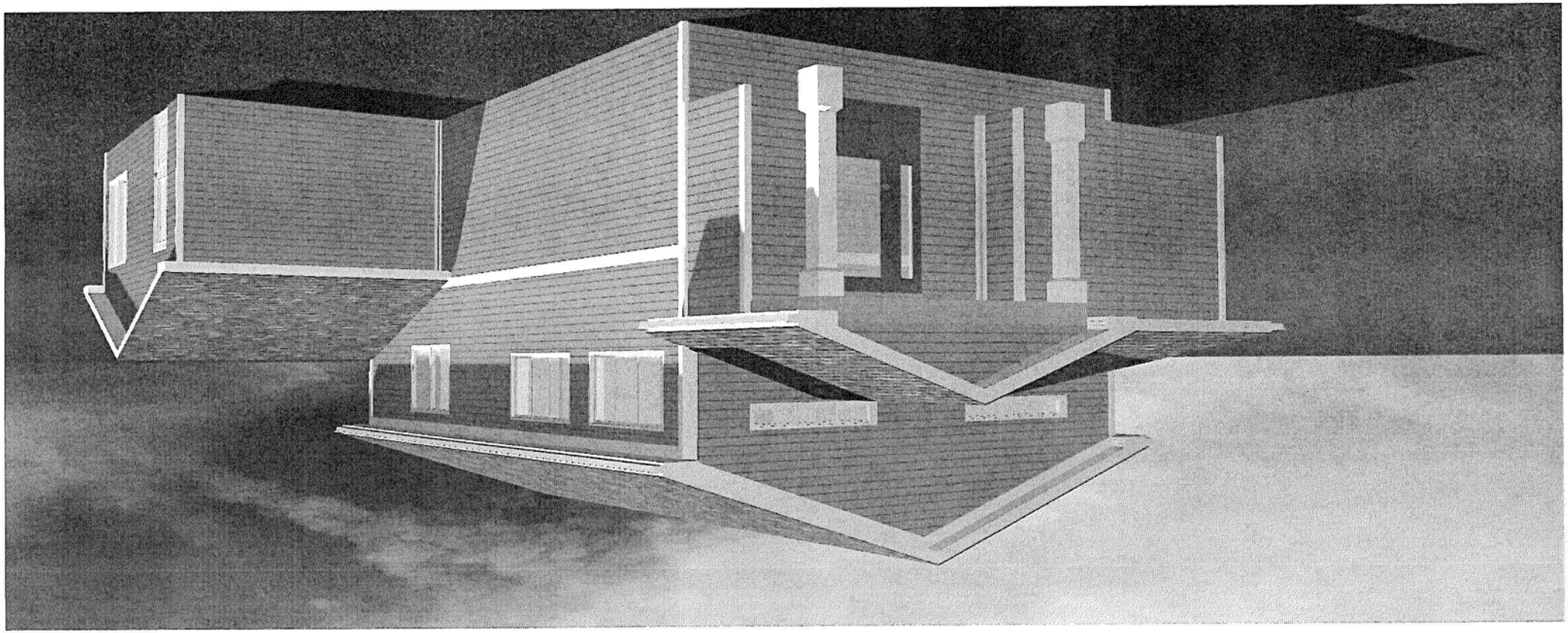
Signatures on authorized agent form		
Applicant Name Printed	Signature	Date
Property Owner Name Printed	Signature (If different than applicant)	Date

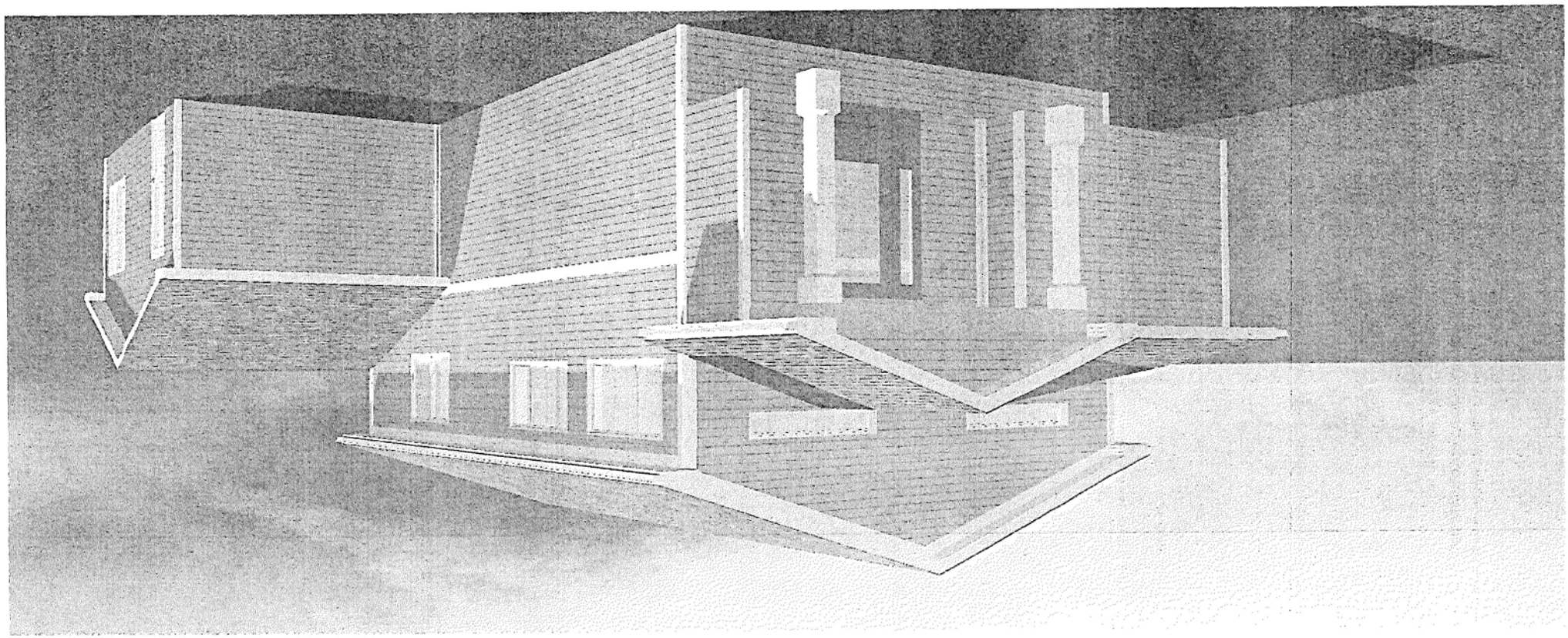
Roof Covered Surfaces					
Type	Length	Width	Area	Sq Ft	Notes
Dwelling			1,208	1,208	Assessor data
Garage			1,120	1,120	Assessor data - guest house/garage
Shed	23	11		251	LUP 4/9/1999 - boathouse w/ open deck
Garage	20	14		280	LUP 6/4/1980 - garage on 03-0047500
Addition	22	6		132	Proposed addition
				2,991	Total Roof SF
Max 15% Roof Covered				9.35	% Total Roof Impervious

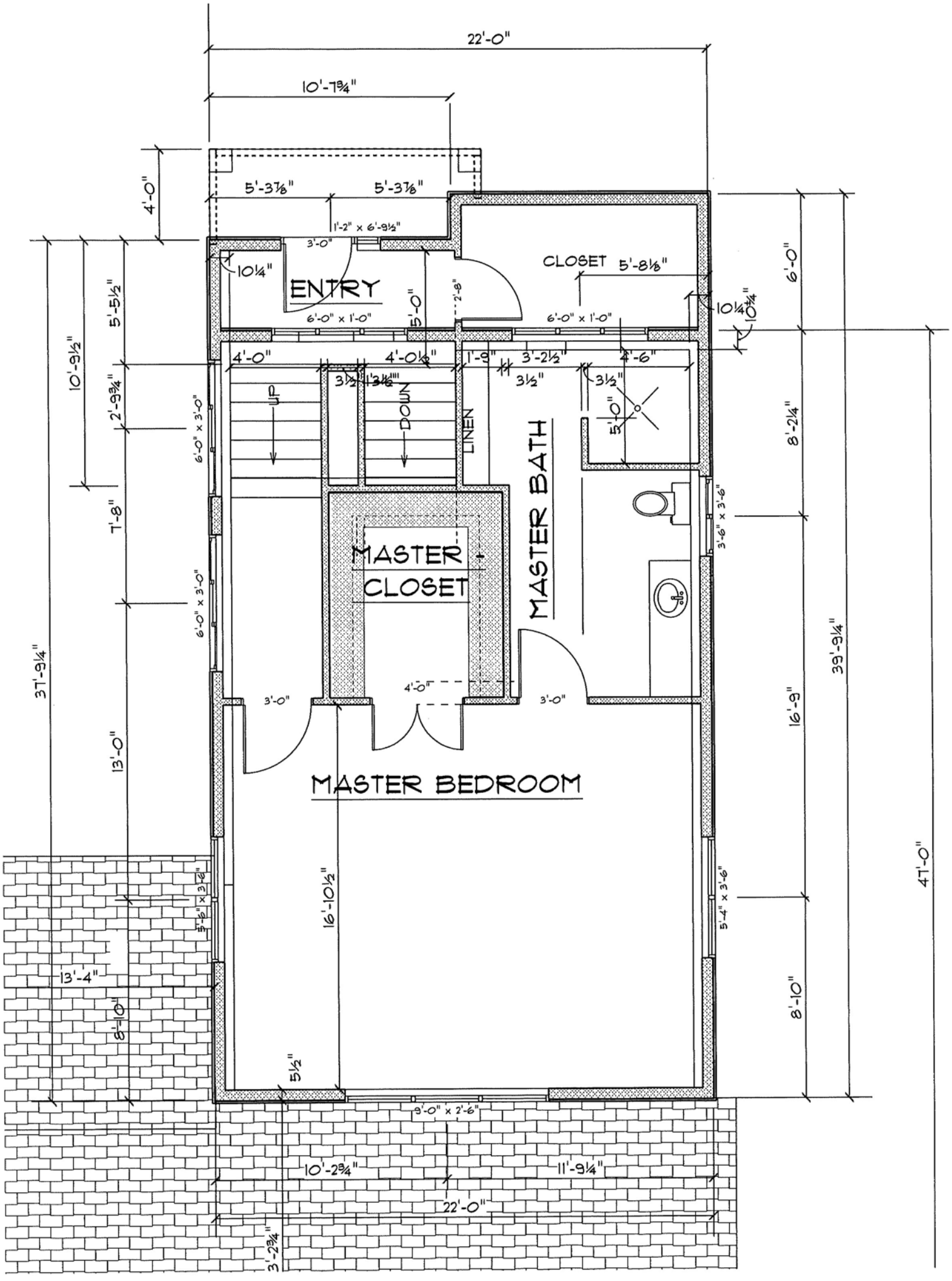
Other Impervious Surfaces					
Type	Length	Width	Area	Sq Ft	Notes
Driveway	52	28		1,456	Concrete pad - Approximate (GIS)
Deck			612	612	Assessor data
				-	
				-	
				-	
				2,068	Total Imp. SF
Parcel SF	31,991.21			5,059	Grand Total SF
Max 25% Total Impervious				15.81	% Total Impervious

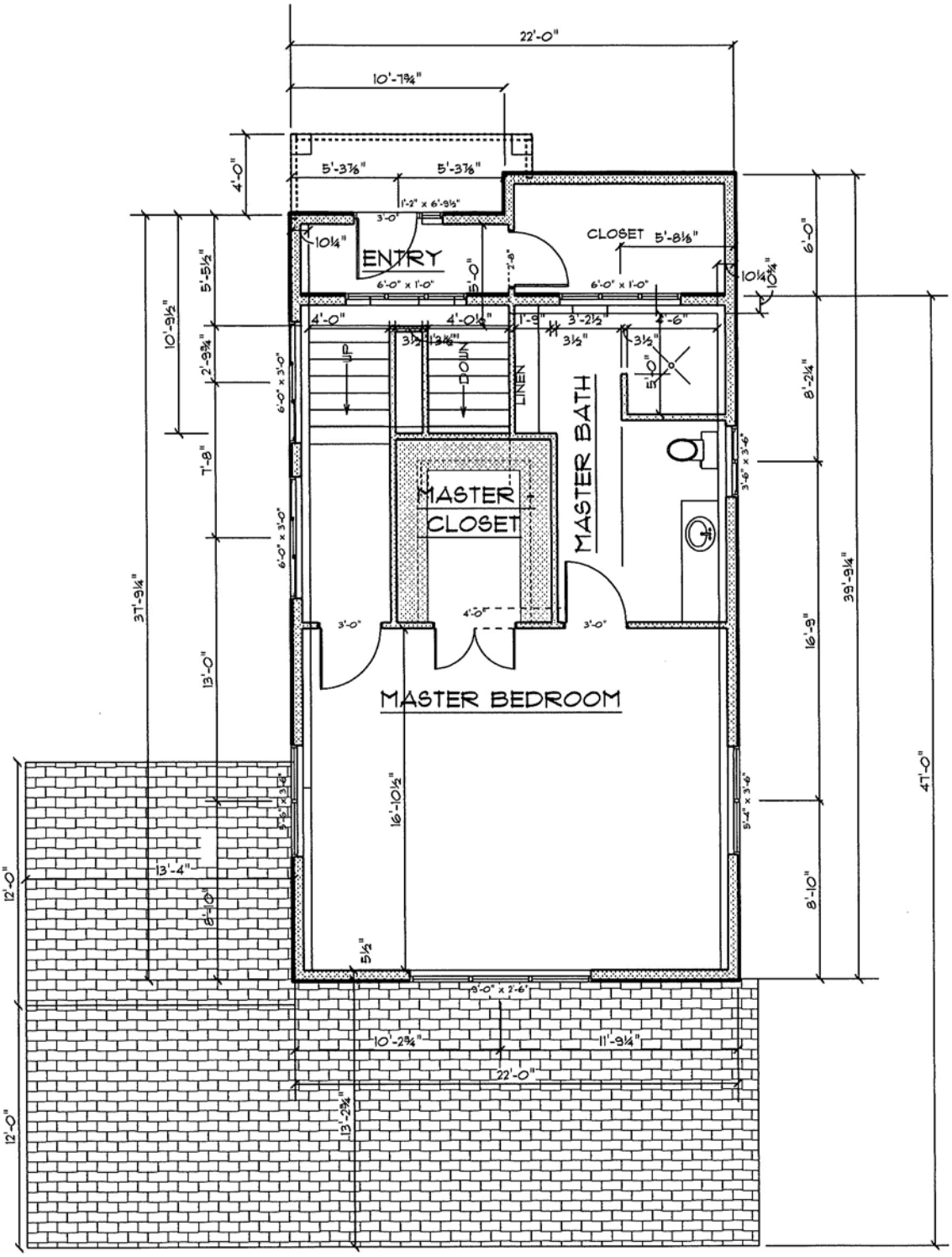

Dennis Wessel
Luce's Addition
Lots 31, 31A,183, 183A
Little Birch Lake
31A
Road
200 '
16'
Drain Field
29'
Septic Tank
6
10'
Garage
22'
20'
30 '
Original Cabin
18'
18'
Sewer Line
Proposed 22'x6' addition
22'
New Retaining Wall
New Patio Stone
New Addition A
C
A
24'
140 '
34'
20'
Existing Cabin
Addition B
Retaining Wall
Well
68 '
48 '
40 '
5' Setback
Existing Deck
31
5 '
Rebuild Existing
Retaining Wall
21 '
5' Setback
LAKE

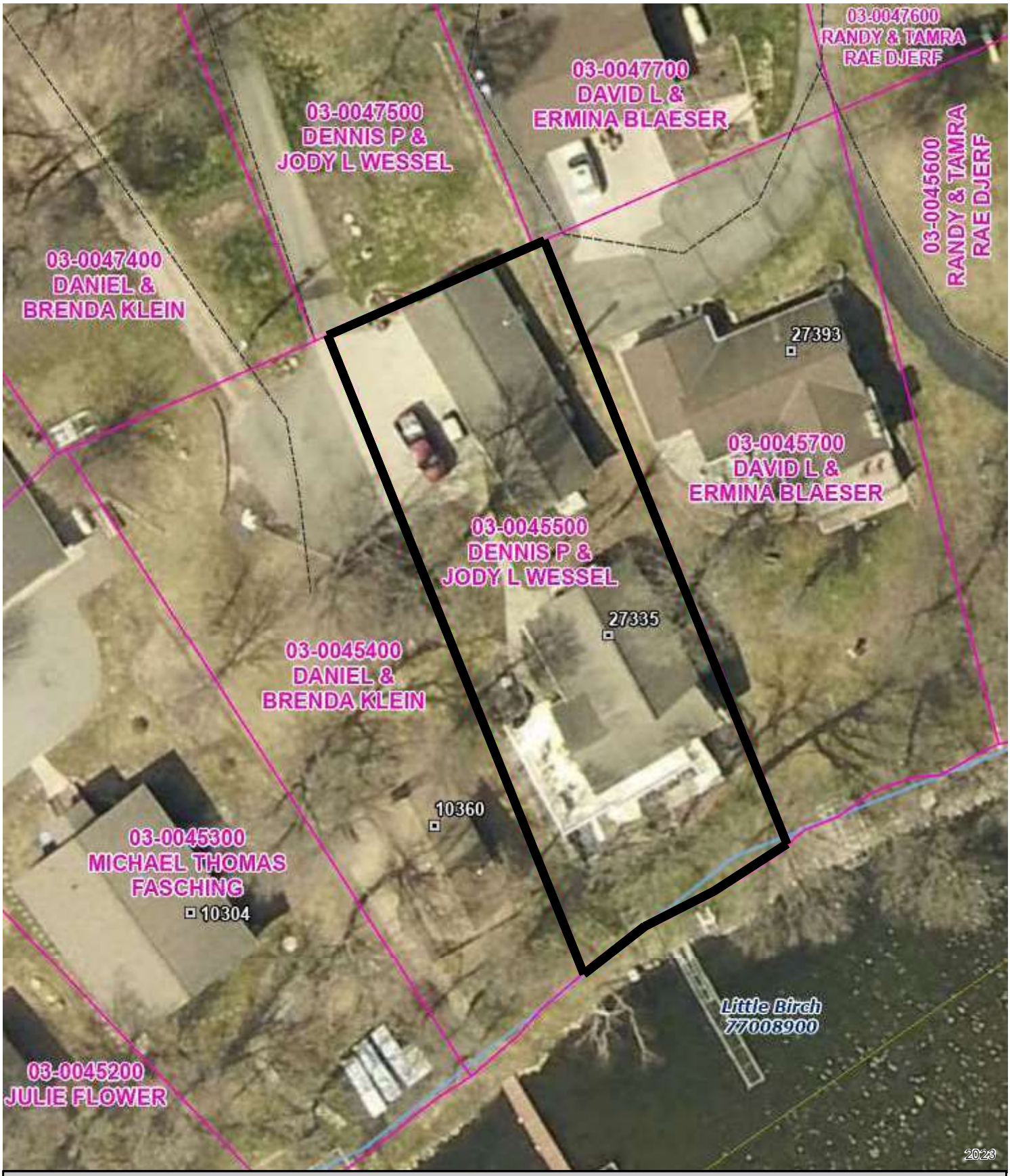
(4) Wessel






22'-0"
10'-7¾"
4'-0"
5'-3⅞"
5'-3⅞"
1'-2" x 6'-9½"
3'-0"
10¼"
ENTRY
6'-0" x 1'-0"
5'-0"
2'-8"
CLOSET 5'-8⅛"
6'-0" x 1'-0"
10¼"
10¼"
6'-0"
4'-0"
4'-0⅛"
1'-9"
3'-2½"
2'-6"
3½"
3½"
3½"
3½"
UP
DOWN
LINEN
5'-0"
MASTER BATH
6'-0" x 3'-0"
6'-0" x 3'-0"
3'-6" x 3'-6"
MASTER CLOSET
4'-0"
3'-0"
3'-0"
MASTER BEDROOM
37'-9¼"
10'-9½"
5'-5½"
2'-9¾"
7'-8"
13'-0"
8'-2¼"
16'-9"
39'-9¼"
47'-0"
5'-4" x 3'-6"
5'-4" x 3'-6"
16'-10½"
13'-4"
8'-10"
8'-10"
5½"
9'-0" x 2'-6"
10'-2¾"
11'-9¼"
22'-0"
3'-2¾"


22'-0"
10'-7¾"
4'-0"
5'-3⅞"
5'-3⅞"
1'-2" x 6'-9½"
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CLOSET 5'-8⅛"
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10¼"
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10'-9½"
2'-9¾"
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4'-0"
4'-0¼"
1'-9"
3'-2½"
2'-6"
3½"
3½"
3½"
5'-0"
UP
DOWN
LINEN
MASTER BATH
6'-0" x 3'-0"
6'-0" x 3'-0"
3'-6" x 3'-6"
8'-2¼"
MASTER
CLOSET
3'-0"
4'-0"
3'-0"
MASTER BEDROOM
37'-9¼"
13'-0"
16'-10½"
5'-4" x 3'-6"
5'-4" x 3'-6"
16'-9"
39'-9¼"
47'-0"
8'-10"
12'-0"
13'-4"
8'-10"
5½"
3'-0" x 2'-6"
10'-2¾"
11'-9¼"
22'-0"
12'-0"
13'-2¾"



Todd County
MINNESOTA

Todd County GIS
215 1st Ave S, Ste 102
Long Prairie, MN 56347
(Office) 320-732-4248

Todd County GIS

GIS Site Map

0 0.005 0.01 0.02 mi

0 0.005 0.01 0.02 mi

N W E S

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Printed on:
Wednesday, January 3, 2024

WHERE THE FOREST MEETS THE PRAIRIE
Todd County
• MINNESOTA • EST. 1855 •

PLANNING & ZONING
215 1st Avenue South, Suite 103
Long Prairie, MN 56347
Phone: 320-732-4420 Fax: 320-732-4803
Email: ToddPlanZone@ToddCountyMN.us

RECEIVED
JAN 02, 2024
TODD
PLANNING & ZONING

Appeal for a Variance

Applicant EDWARD & MARNIE KORTUEM

Mailing Address EDWARD.KORTUEM@GMAIL.COM

Site Address 12281 ALCOTT DRIVE SAUK CENTRE

Phone Number _____ Cell Number [redacted]

E-Mail Address _____

Property Owners Name & Address (if not applicant) _____

_____

Parcel Number(s) 03-00300000

Section: 14 Township Birchdale

Zoning District (circle one): AF-1; AF-2; R-10; R-2; UG; RT; Commercial; Industry; or Shoreland (Lake or River Name): Sauk Lake

Do you own land adjacent to this parcel(s) ____Yes __X__No

Septic System: Date installed_____ Date of Compliance Inspection_____

Is a new system needed: __Y__ yes _____no __Y__ STS Design attached

Required for applications with existing septic systems: Approved design submitted for new system to be installed, new system installed within previous 5 years, or passing compliance inspection on existing system in previous 3 years

Variances Requested:
What standards or requirements are you unable to maintain? (Check all that apply)

Lot width_____	Lot area_____	Lake or River setback__X__	Bluff setback_____
Road right-of-way setback_____		Side Yard setback_____	Buildable area_____
Impervious surface coverage_____		Building/Structure Height_____	Other_____

Receipt # 2024-03

LIST YOUR VARIANCE REQUEST(s) and what, if the variance were granted, you intend to build or use the land for. **For example:** *"Request to reduce the 10ft structural setback from my west side lot line to 8ft for the construction of a detached garage to be used for vehicle and personal storage."*

1.) On the lake side propose reduction of setback from 100ft to 75 feet for a short distace for proposed new house.

2.)

3.)

4.)

**State Statutes Section 394.7 Subd7: Variances: Practical Difficulties. The BOA shall have the exclusive power to order the issuance of variances from the requirements of any official control including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of official control, and when variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with official rules; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.

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

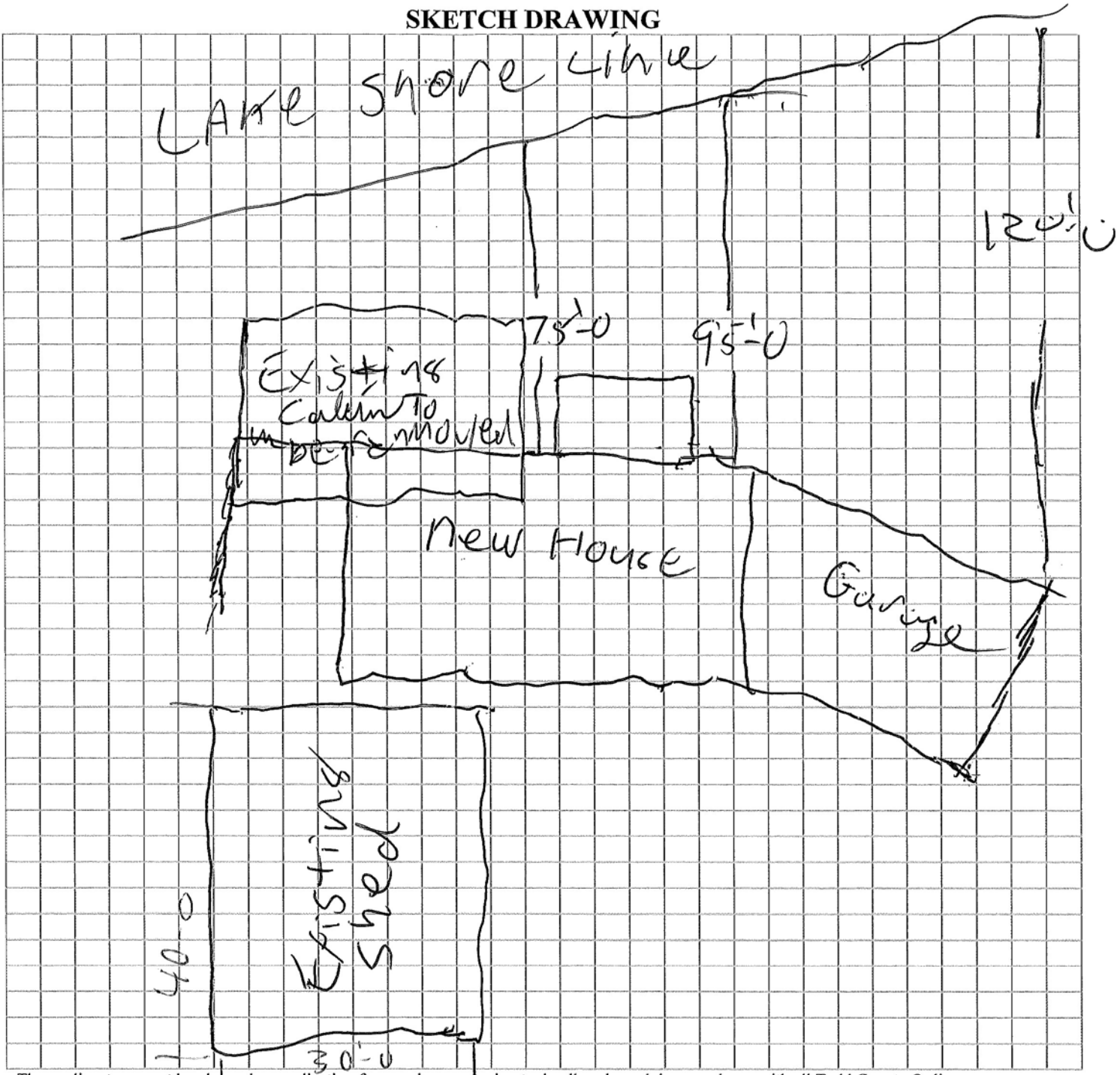
EXPLAIN YOUR PRACTICAL DIFFICULTIES or reason why you need your request approved.**

This proposed change will allow for the least amount of excavation to the lot. Decreasing changes to the lots run off and drainage into the lake and therefore least environmental impact as this will still be farther from the lake the existing structure that is currently there.

It is important that you flag your related property lines and proposed building locations

Have you flagged your lot? (Y) (N)

SKETCH DRAWING



The applicant or agent hereby makes application for a variance agreeing to do all such work in accordance with all Todd County Ordinances. Applicant or agent agrees that site plan, sketches, and other attachments submitted herewith are true and accurate. Applicant or agent agrees that, in making application for a variance grants permission to Todd County, at reasonable times during the application process and thereafter, to enter applicant's premises to determine the feasibility of granting said variance or for compliance of that application with any applicable county, state, or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is alter found or determined by the county to be inaccurate, the County may revoke the variance based upon the supply of inaccurate information.

If the applicant is not the property owner, both signatures are required below.

EDWARD CHARLES KORTUM	Edward C. Kortum	10-8-23
Applicant Name Printed	Signature	Date
EDWARD CHARLES KORTUM	Edward C Kortum	10-8-23
Property Owner Name Printed	Signature (If different than applicant)	Date

AUTHORIZED AGENT FORM

I hereby authorize Aaron Lahr Construction Inc **to act as my authorized agent for all public hearing(s) and legal relations with this application on property located at:**

Site address 12281 Alco Dr Sauk Centre MN 56378

Section # 14 **Township Name** Birchdale

Parcel Number(s) 03-0030000

Property Owner(s) name (print) EDWARD CHARLES KORTUEM

Property Owner(s) Signature(s) Edward C. K **Date** _____

Authorized Agent(s) name (print) _____

Authorized Agent(s) Signature(s) _____ **Date** _____

Authorized Agent Phone Number _____

IMPERVIOUS SURFACE WORKSHEET
(FOR SHORELAND ONLY)

APPLICANT INFORMATION

Name Kortuem

Phone (____) ____-_____

Mailing Address _____

_____

Site Address 12281 Alcott Dr.

City Sauk Centre State MN Zip _____

Parcel Number 03-0030000

Lake/River Name _____

IMPERVIOUS SURFACE: is a constructed hard surface that either prevents or retards the entry of water into the soil or causes water to run off the surface in greater quantities & at an increased rate of flow than prior to development.

LOT/STRUCTURE DIMENSIONS

Total lot area: 24,393.6 sq ft

List all structures (structure's foundation footprint: length, width, and total area)

	Existing	Proposed
1.	Shed 30'x 40'	36 x 46 House with
2.		32 x 30 Attached garage
3.		with 12 x 20 4 season
4.		porch with 34 x 30
5.		Concrete Apron
6.		
7.		
8.		

List all non-roofed hard surfaces: Examples include sidewalks, paver stones, retaining walls, patios, decks, driveways & parking areas (asphalt, concrete or gravel), and areas of landscaping underlain with plastic or other impervious liners:

	Existing	Proposed
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Total of 25% of lot may be covered by impervious surfaces (15% of which are from roofed structures)

1. List in the table below any efforts by landowner to reduce project impact by removing or reducing impervious surfaces.

List Structure or Impervious Surface to Be removed	Square footage to be removed	Location of structure or impervious surface to be removed (see table below)
Example: concrete drive to lake	8' x 35' = 280 sq ft	(C) Within Impact Zone

Location of variance request in reference to Ordinary High Water level	General Development Lake	Recreational Development Lake	Natural Environment Lake and Rivers / Streams
A. Outside shoreland building setback	75'+	100'+	150' +
B. Between Shore Impact Zone and Building Setback	37.5' to 75'	50' to 100'	75' to 150'
C. Within Shore Impact Zone	0 to 37.5'	0 to 50'	0 to 75'

2. List below any Storm Water Management Best Management Practices (BMP's) that will be installed to help mitigate impacts of development.

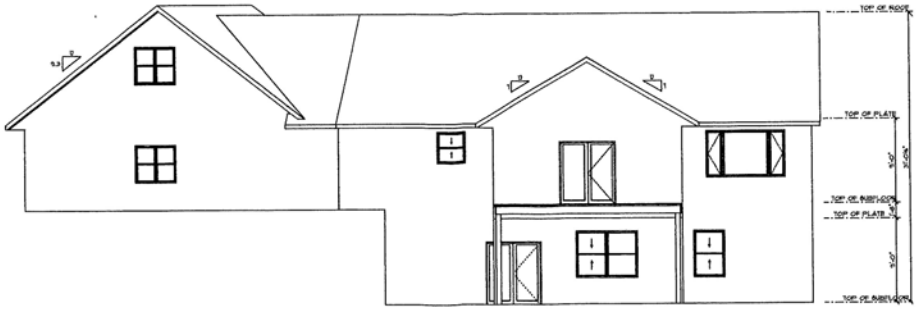
INFILTRATION BMP's

List any measures you plan on taking to increase water infiltration and retention. Examples include rain gutters, rain gardens, retention swales, berms, sub-surface tile, etc. Efforts to install BMP's will be graded positively in the site evaluation. Locate projects on site map.

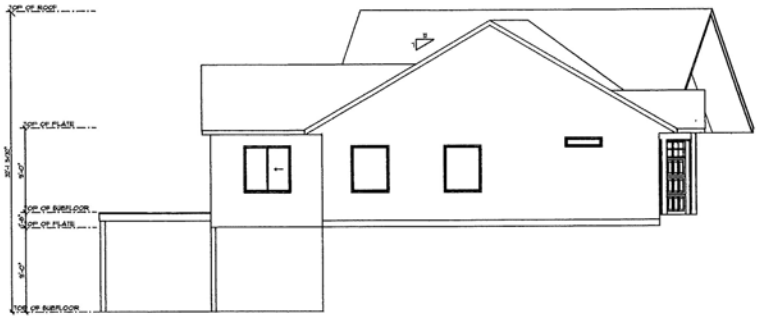
Rain Barrel to catch roof water and Gutters

VEGETATION BMP's

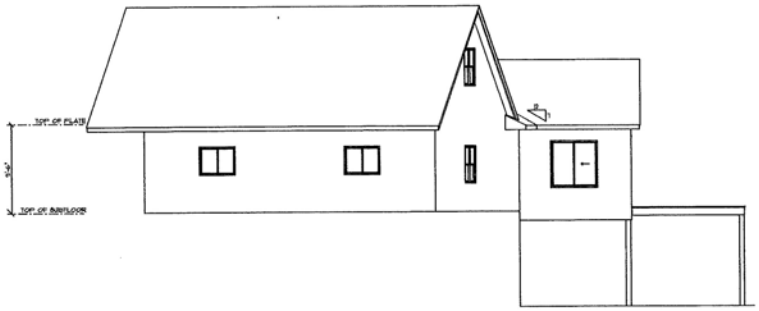
Vegetation planting along lake shore areas is also a Best Management Practice. Planting areas of your lakeshore impact zone with permanent vegetation helps infiltrate water, reduce lake impact, provide habitat, and screen the dwelling from other lake users. Plantings are graded positively in the site evaluation. List any areas to be planted or restored and mark the location on your site map.



Rear Elevation



Left Elevation

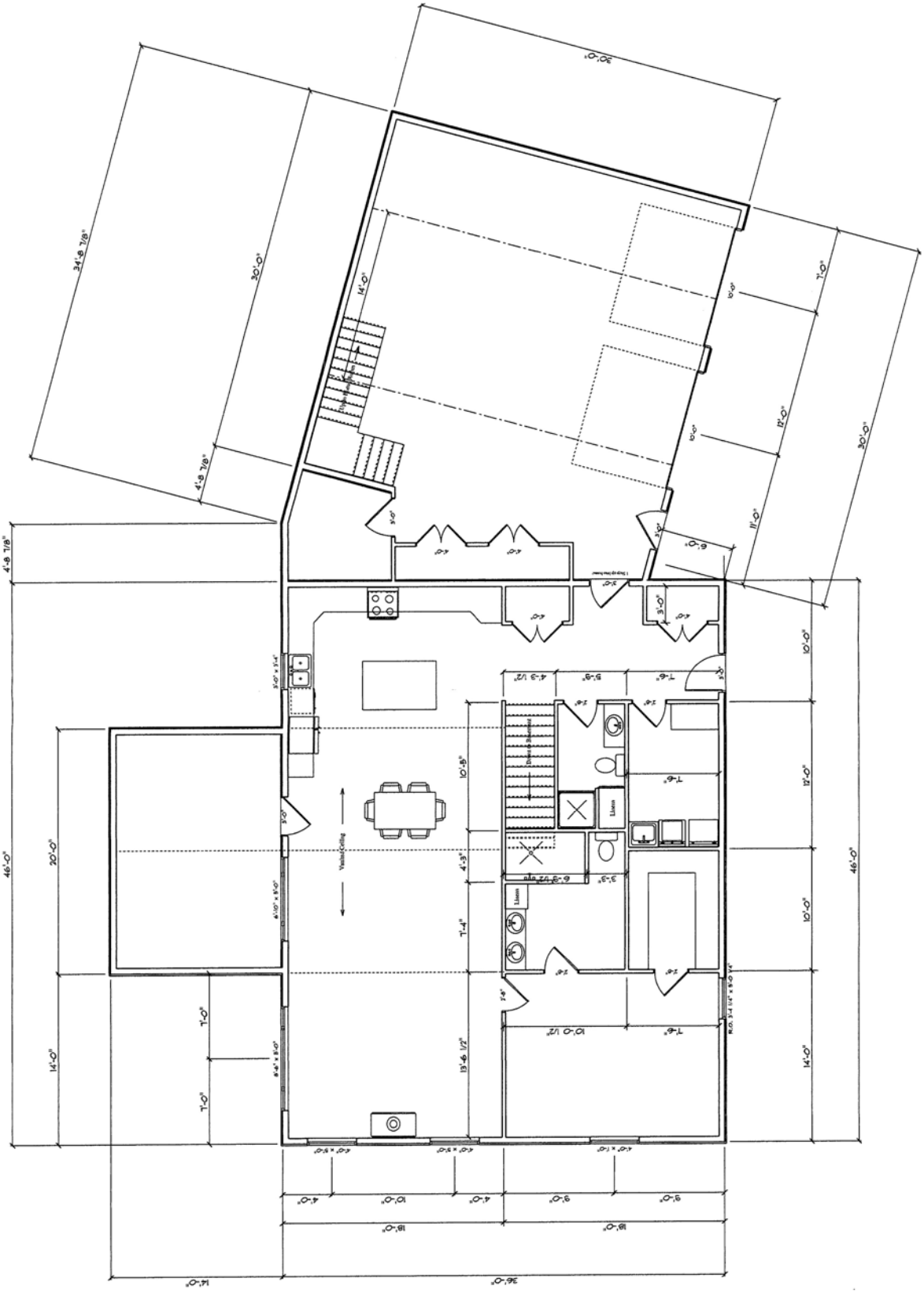


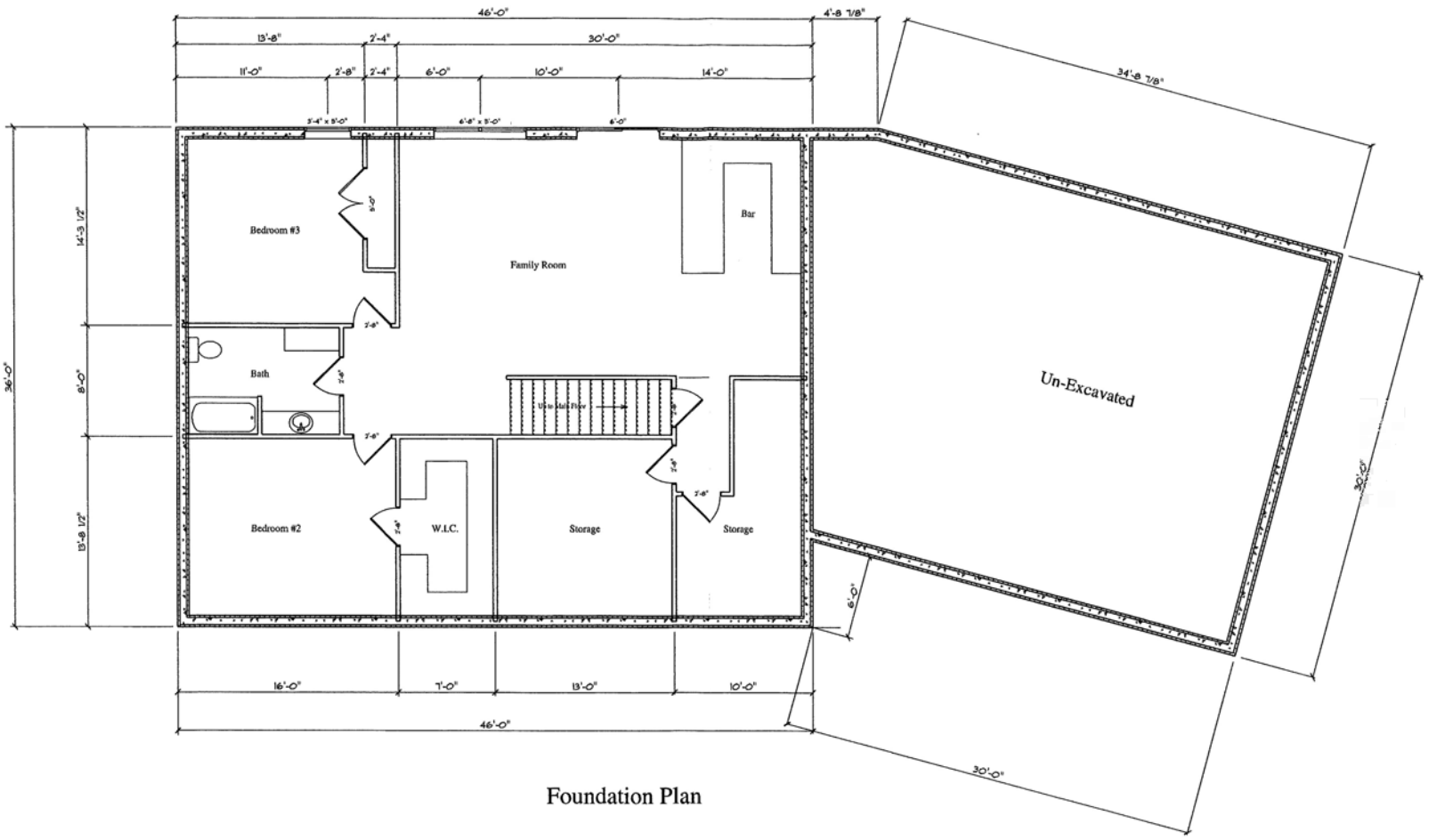
Right Elevation



Front Elevation

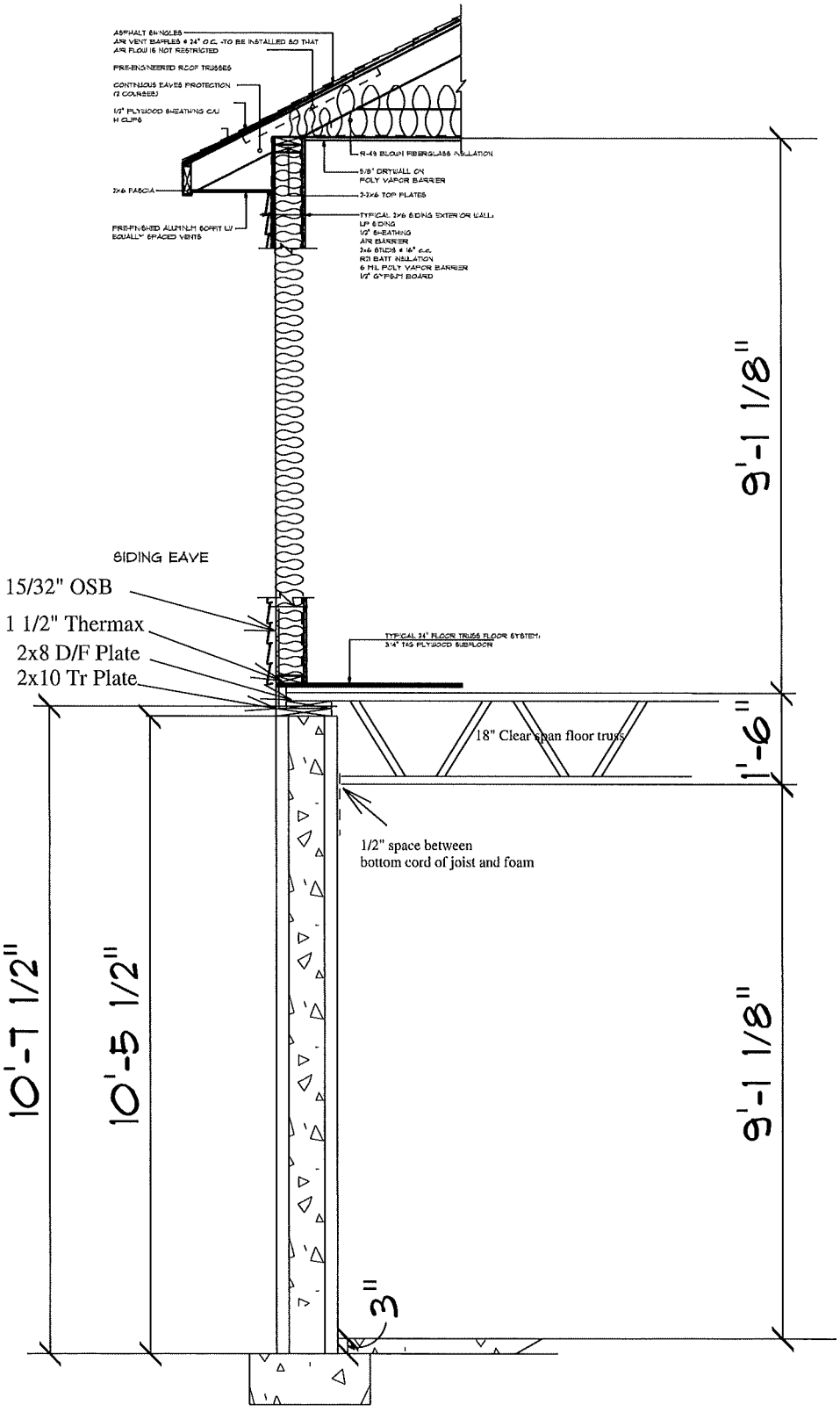
These Plans are furnished by Elrosa Lumber Co. In Preperation of this plan, every attempt has been made to avoid mistakes. The drafter cannot guarantee Against error and is not an engineer or architect. The contractor is to verify all conditions and dimensions of the plan. Not to be copied without permission.	ELROSA LUMBER CO. 404 2nd Ave. P.O.Box 140 ELROSA MN, 56325 Phone / 320-697-5591	Name Ed Kortuem	Scale	Date Aug 31, 2023
		Phone	Sq.Ft.	Drawn By: Allen Kollman

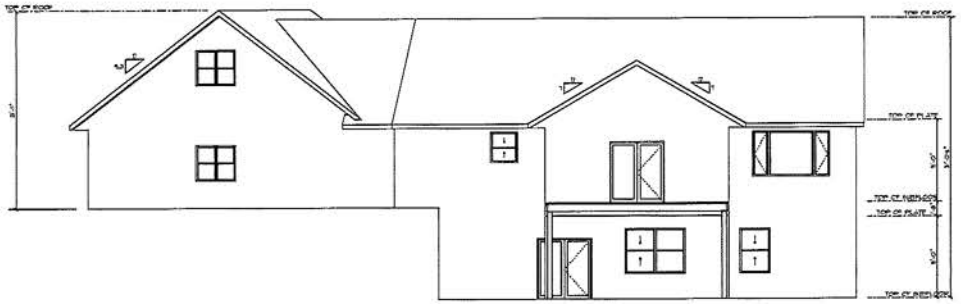

Vaulted Ceiling
Linen
Linen



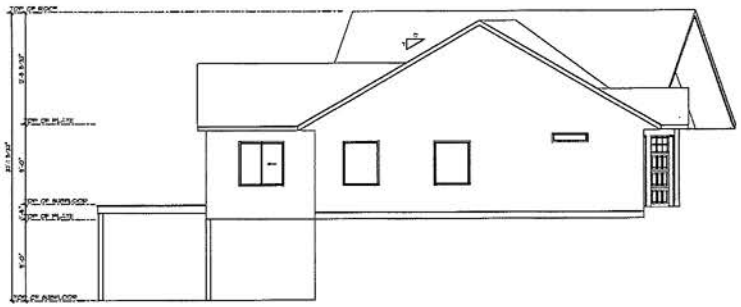
Foundation Plan

Ed Kortum
Wall Section Drawing

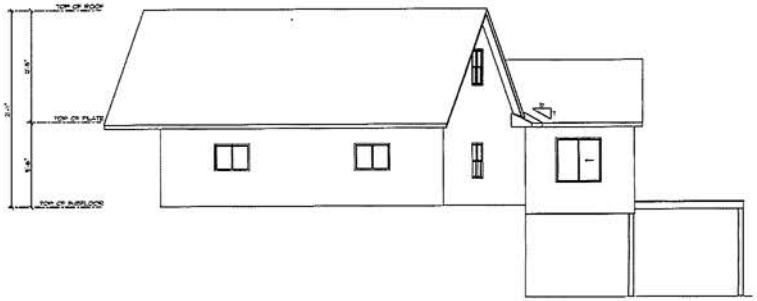




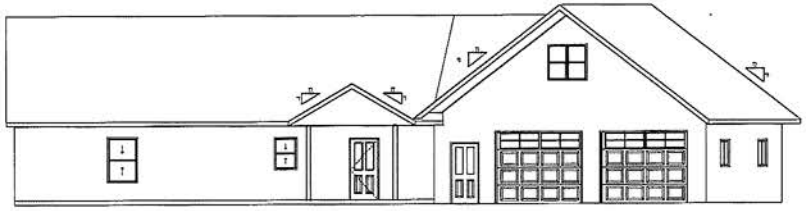
Rear Elevation



Left Elevation



Right Elevation



Front Elevation

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		Phone	Sq.Ft.	Drawn By: Allen Kollman



Todd County
MINNESOTA

Todd County GIS
215 1st Ave S, Ste 102
Long Prairie, MN 56347
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Todd County GIS

GIS Site Map

0 0.0125 0.025 0.05 mi

0 0.0125 0.025 0.05 mi

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