

Minutes of the Todd County Board of Adjustment Meeting

May 28th, 2026

Completed by: Sue Bertrand P&Z Staff

Site Visits conducted by Adam Ossefoort and Bill Berscheit on April 16, 2026, on Grafsgaard site.

Site visits completed by Adam Ossefoort and Larry Bebus on 5/20/2026 on all other sites.

Meeting attended by board members: Chair Russ VanDenheuvel, Mike Soukup, alternate Larry Bebus 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.

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

Ken motioned to approve the agenda as presented, seconded by Mike, voice vote, no dissent heard, motion carried.

Russ motioned to have April 23rd, 2026, meeting minutes approved. Mike seconded the motion. Voice vote, no dissent heard. Motion carried.

Larry recused himself on Grafsgaard as it was discussed in detail last week which he was not present at that meeting. Larry also noted for the record that he and applicant Mike Taylor spoke outside of the meeting and discussed the variance process.

AGENDA ITEM 1: Brian & Tamara Grafsgaard – PID 14-0037400 – Kandota Township

Request:

1. Request to reduce the lake setback from 150' to 106' for the replacement of cabin and to expand/convert from three season to four season in Natural Environment Shoreland Zoning District.

Brian was present as the applicant.

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

Update for 5/28/2026 Meeting:

- Variance request has been updated to request a reduced setback distance to 110' of the OHWL of Fairy Lake.
 - o Staff met with the applicant onsite on April 24th. The drainfield edge was located and measurements were verified from the drainfield to the proposed cabin. Distance from OHWL and the proposed cabin was also measured. It was established that the same proposal can be accomplished with a 110' setback.

- The storm drain located within the right of way of Admiral Lane was analyzed also. Upon review, it appears that there is not an outlet to the storm drain. It appears that a perforated tile backfills below ground and releases water underground, similar to how a French drain would work. The drain is located within the right of way and not upon the subject property.
- The applicant has expressed stormwater controls involving gutters placed on the proposed cabin draining into French drains that will be sized to handle stormwater captured from the roof area.

Updated Proposed Conditions, if approved:

1. Proposed cabin shall be established no closer than 110' from the OHWL of Fairy Lake.
2. Removal of 7'x10' shed as proposed in the application.
3. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.
4. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
5. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. A 6' wide maintained area shall be allowed for dock access.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Brian confirmed the staff report was accurate and fully agree with the proposed conditions.

Correspondence received: Yes, from Ryan Anderson, 18817 Adams Drive, in support of the application. This letter may be viewed in full, upon request, at the Planning and Zoning office.

Public comment: None.

Board discussion:

Russ asked if there is room to drill for a new well and disconnect from the neighbor?

Brian stated, yes, they will be digging their own well, meeting setbacks.

Russ asked for confirmation on removing the garden shed.

Brian stated yes, it will be removed.

Ken, the cabin will have to be totally replaced? The proposed is slightly larger?

Mike, yes, totally replaced as the slab failed and is taking the cabin with it. The house is back a little bit more, shifting it over and away from the lake, so request is 110 feet from the lake.

Russ, how big is the addition?

Brian widen by 2 feet and from 30' to 42', seasonal, wanted to extend the season so a utility room will be added so the pipes don't freeze, and have a real bathroom instead of 5' x 4', and a bit more to the kitchen. Trying to be cost conscious and not go crazy with this thing.

Mike motioned to approve with proposed conditions, Ken stated he will second that providing Brian is okay with the ten foot no-mow zone.

Brian agreed and it may improve the looks with the right selection of plantings.

Ken seconded with the six conditions as presented.

Conditions:

1. Proposed cabin shall be established no closer than 110' from the OHWL of Fairy Lake.
2. Removal of 7'x10' shed as proposed in the application.
3. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.
4. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
5. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. A 6' wide maintained area shall be allowed for dock access.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Larry Bebus	recused
Ken Hovet	Yes
Mike Soukup	Yes
Russ VanDenheuvel	Yes

Motion carried, variance has been granted.

AGENDA ITEM 2: Ron & Sherri Schreckenghaust – PID 24-0020800 – Turtle Creek Township

Request:

1. Request to reduce the lake setback from 100' to 50' for the construction of existing cabin addition in Recreational Development Shoreland Zoning District.

Ron & Sherri 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 Conditions, if approved:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.
2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.

3. Applicant shall maintain no less than 50% vegetative screening as viewed from the lake during leaf on conditions.
4. Applicant shall abide by all other applicable federal, state, and local standards.

Ron confirmed the staff report was accurate.

Larry went through his site visit report. This may be viewed in full upon request at the Planning and Zoning office.

Correspondence received: None.

Public comment: None.

Board discussion:

Russ asked Adam if there are impervious surface issues?

Adam, no.

Ken asked if there was only one person using the driveway easement?

Ron, correct.

Ken asked if they perceive that changing?

Ron explained no, as it is more wetland.

Ron explained the cabin beyond them is not year-round.

Russ asked if Ron's was year-round?

Ron, yes. The easement is plowed all winter, but the neighbor just comes up to check on it, not to spend time there during the winter.

Russ, is there room for two emergency vehicles to meet on that easement?

Ron and Sherri, no, more or less, a one way.

Ken, the ten foot easement, the wetlands are on the west side

Ron stated there is about 10' of driveway then another 3' before it drops into the wetland.

Ken explained he is not comfortable with only six feet from the easement, just too damn close.

Discussion on tree removal for addition and possibly moving the easement.

Ken asked about the buffer zone along the water.

Adam brought up the photos overhead.

Ron, lawn to rip-rap.

Larry explained where there is a bit of a washout.

Mike asked how long the erosion has been taking place.

Ron stated they bought it in 2016 and improved it a bit.

Larry stated it is not a huge erosion issue, but something that is there.

Ron explained previous owners had added a basement, but they are talking slab on grade.

Russ asked about the garage.

Ron stated it is on some sort of skids, with wood decking for a floor.

Larry asked if they plan on putting trees between addition and road?

Sherri, not between the addition and the easement but other places on the lot.

Russ asked if this is a public easement or just for the neighbor.

Ron, just for the neighbor to get through.

Mike, how large is neighbor's lot and is it the same distance from the lake?

Ron stated the same for both.

Ken stated if they can address the erosion with a plan from P & Z/SWCD he would be alright with this.

Adam stated they can address the erosion as part of the storm water management process.

Larry stated his concern is the road path is so close, he would like to see something put in there between the path and the proposed addition.

Ron explained it is just one corner that is 6' away and the other end is 12' away, so there would be some room to put some trees down.

Sherri confirmed the board would like to see some trees planted within that 6' area.

Larry, also gutters all the way around and run to the wetlands and not to the lake, and maybe increase the no-mow zone an extend to slow the water running to the lake, would be good. Just add more to the no-mow zone.

Russ stated if this was on the lake side, he would be totally against it, but with one person living beyond, he is not as concerned, but he would plant tree or post in that corner.

Adam added 5' of no-mow zone vegetative buffer as a condition.

Ken motioned to approve, Larry seconded with the five conditions as presented.

Conditions:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan, installation of gutters, and direction of stormwater away from Big Lake.
2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
3. Establishment of a 5' vegetative buffer (no mow zone) along the lake frontage.
4. Applicant shall maintain no less than 50% vegetative screening as viewed from the lake during leaf on conditions.
5. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Larry Bebus	Yes
Ken Hovet	Yes
Mike Soukup	Yes
Russ VanDenheuvel	Yes

Motion carried, variance approved.

AGENDA ITEM 3: Michael & Elizabeth Taylor – PID 03-0033300 – Turtle Creek Township

Request:

1. Request to reduce the lake setback from 150' to 89' for proposed 850 sq. ft. addition in Natural Environment Shoreland Zoning District.

Michael was present as the applicant.

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

Proposed Conditions, if approved:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.
2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.

3. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. A 6' wide maintained area shall be allowed for dock access.
4. Applicant shall maintain a minimum of 50% vegetative screening as viewed from the lake during leaf on conditions.
5. Applicant shall abide by all other applicable federal, state, and local standards.

Michael confirmed the staff report was accurate.

Correspondence received: None.

Site report was given by Larry. This report may be viewed, in full, upon request at the Planning and Zoning office.

Public comment: None.

Board discussion:

Russ asked again if they could look at the variance before, but asked if it pertained to this?

Adam stated no, it would not pertain.

Larry stated the request would be in the back of the existing, and if you start going to the West, the slope goes up.

Michael stated it goes up 22 degrees, pretty steep, but sandy soil and it soaks in right away.

Michael stated he planted twenty pine trees to repopulate the landscape.

Larry stated there is no erosion on the hill, with good vegetation down to the lake, no signs of erosion.

Ken asked if there is some no mow now?

Adam stated the lake is almost 6' higher than normal and hard to gauge.

Michael stated the lake has come down from the highest level but is still almost 5' above the OHW. He stated in 2013 there was 30' more lakeshore than now. They have been in contact with Josh Vortruba and they will help create a no-mow zone as they believe in protecting the shoreline. Showed photos of the pollinator space created on their other lake lot and explained the plantings planned for this lot.

Ken suggested adding a condition.

Mike agreed as it will then stay with the property and the next owner must abide by that.

Ken stated stay at least ten feet.

Mike stated they are committed to doing it anyway, whether this is granted or not.

Discussion on SRWD plans for the lake and what has been done.

Mike Soukup, suggested to add a condition for gutters to control erosion.

Larry working with Josh and Kevin for soil erosion

Ken appreciates the addition is on the back side and would not need to go over criteria.

Larry motioned to approve with the conditions, Mike seconded.

Conditions:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan and the addition of gutters to the structure.
2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
3. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. A 6' wide maintained area shall be allowed for dock accesses.
4. Applicant shall maintain a minimum of 50% vegetative screening as viewed from the lake during leaf on conditions.
5. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Larry Bebus	Y
Ken Hovet	Y
Mike Soukup	Y
Russ VanDenheuvel	Y

Motion carried, variance approved.

AGENDA ITEM 4: Larry & Carol Broermann – PID 10-0061900 – Gordon Township

Request:

Larry & Carol were present as the applicants.

1. Request to increase the allowed 15% roof surface coverage for impervious to 16% for proposed dwelling construction in General Development Shoreland Zoning District.

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

Proposed Conditions, if approved:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.

2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
3. Applicant shall abide by all other applicable federal, state, and local standards.

Larry and Carol confirmed the staff report was accurate.

Correspondence received: None.

Larry Bebus went over his site visit report. This may be viewed in full, upon request, at the Planning and Zoning office.

Public comment: None.

Board discussion:

Russ asked Larry if he said it was flat.

Larry Bebus, very flat.

Adam showed contours, very flat.

Ken asked where on the lot is the proposed?

Larry Broermann explained.

Russ, only variance is the roof variance?

Adam confirmed. 6.6% deviation from the standard.

Larry Broermann explained his storm water management plan with the help of the excavator.

Russ, trees on the property?

Larry Broermann, some, and woods.

Carol explained the excavation for drainage and more trees, raising the house a little.

Russ, question #1 condition they would work with Planning and Zoning?

Adam stated yes, they would work with us before any permitting to build.

Mike suggested may not need the gutters.

Adam stated perhaps if they need to direct water to any catch basin area.

Russ planting more trees?

Adam, sounds like they have plans already.

Larry Broermann stated they are planning trees, vegetation and garden areas.

Larry Bebus, not a very big of variance.

Russ stated he is good with it, no need for criteria questions.

Mike motioned to approve with the proposed three conditions, Ken seconded.

Conditions:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.
2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
3. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Larry Bebus	Y
Ken Hovet	Y
Mike Soukup	Y
Russ VanDenheuvel	Y

Motion carried, variance approved.

AGENDA ITEM 5: James Zagaros – PID 06-0063200 – Burnhamville Township

Request:

James and Sheryl Zagaros were present as the applicants.

1. Request to reduce the lake setback from 150' to 55' for proposed dwelling addition. Staff Findings: Adam read the staff report. The staff report is available for viewing upon request in the Planning & Zoning Office.

Proposed Conditions, if approved:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.
2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
3. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. A 6' wide maintained area shall be allowed for dock access.
4. Applicant shall maintain a minimum of 50% vegetative screening as viewed from the lake during leaf on conditions.
5. Applicant shall abide by all other applicable federal, state, and local standards.

James and Sheryl confirmed the staff report was accurate.

Correspondence received: None.

Larry went through his site visit report. This may be viewed in full, upon request, at the Planning and Zoning office.

James explained the current French drain system, as he built it. It is a cost share project twelve years ago for the buffer along the lake. About six feet of no mow zone already. Explained how filled in the flowers get. They signed a contract to maintain. The water will no longer come down in the area of where the stairs are with the proposed French Drain.

Public comment: Doug Prokott, Building and remodeling, 12418 60th Street, Royalton. Familiar with the current drainage design that was underground as a friend of his had installed it.

Mike asked about the current buffer zone and wondered if it goes up over the slope a bit.

James and Sheryl explained it comes up and wraps a little bit with a tremendous amount of growth on that hill looking from the lake, leaving it as natural as possible as set up by the County up over the hill. It looks like it is dead but if you come out in the summer it is really dense.

Board discussion:

Ken stated he can appreciate it is on the back side of the cabin and felt the ten-foot buffer along the lake should stay up there.

James stated he had never seen any water standing but could certainly look into extending that buffer zone.

Russ stated it is a 63.3% deviation, but you are squaring off what you have, he is okay with it.

Adam stated no comments from the DNR on this.

Larry stated he is fine with it.

James stated the whole purpose is they are aging and when there is a storm, they want to be able to get to the basement, and right now, you must run outside, open the garage door and go in. This way, they would have an inside set of steps that would be nice not to have to go outside to get to the basement. Everything they are planning is going to reduce the tremendous amount of water coming around that area. For years, they have been trying to stop that flow. This will take care of a lot of landscape issues around the top.

Doug stated there will be stairs to get onto the deck that are not shown.

Adam explained our practice has been stairs are “incidental” to the structure itself, so no extra permitting required. Doesn’t see where that will be an issue.

Russ called for Criteria Questions individually by request.

Ken motioned to approve with the five listed conditions and Larry seconded.

Conditions:

1. Development and submittal of a stormwater management plan prior to Land Use Permitting. Stormwater planning shall include a preconstruction erosion control plan.
2. All erosion controls shall be installed and reviewed by County staff prior to the start of construction.
3. Establishment of a 10’ vegetated buffer (no mow zone) along the lake frontage. A 6’ wide maintained area shall be allowed for dock access.
4. Applicant shall maintain a minimum of 50% vegetative screening as viewed from the lake during leaf on conditions.
5. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Larry Bebus	Yes
Ken Hovet	Yes
Mike Soukup	Yes
Russ VanDenheuvel	Yes

Motion carried, variance granted.

Larry motioned to adjourn, Mike seconded, voice vote, no dissention heard, motion carried and the meeting adjourned at 7:33 PM.