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 address: toddplan.zone@co.todd.mn.us

The following is the agenda for **Thursday, December 17th, 2026 at 6:00 pm** 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. 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
- Approval of agenda
- Approval of November 19th, 2026, Board of Adjustments meeting minutes
- The applicant is introduced
  - Staff report
  - Applicant confirms if staff report accurately represents the request
  - Site Visit Review
  - Public comment
  - Board review with applicants, staff, and public

1. **Todd County Park and Trails, Battle Point Park:** Section 05, Gordon Township, Lake Osakis
   Site Address: 12902 Faraway Ln, Osakis, MN 56360
   PID: 10-4002900
   1. Request to increase the allowed 50' sand beach blanket to 200' sand beach blanket for water-oriented property in General Development Shoreland Zoning District.

2. **Carle Hoffman:** Section 29, Leslie Township, NES un-named Lake
   Site Address: 11486 224th St., Osakis, MN 56360
   PID: 15-0033400
   1. Request to reduce the required 200 feet of road frontage to zero for proposed Administrative Split in Natural Environment Shoreland Zoning District.

Adjournment. Next meeting: **January 28, 2027**

Minutes of the Todd County Board of Adjustment Meeting

November 19, 2026

Completed by: Sue Bertrand P&Z Staff

Site Visits conducted by Adam Ossefoort and Dan Peyton on August 19, 2026, for Waldvogel and November 17, 2026, for Todd County Parks.

Meeting attended by board members: Chair Russ VanDenheuvel, alternate Larry Bebus, Mike Soukup, Danny Payton 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 have the agenda approved as written. Danny seconded, voice vote, no dissent heard. Motion carried.

Danny motioned to have the October 22, 2026, meeting minutes approved. Larry seconded voice vote, no dissent heard. Motion carried.

AGENDA ITEM 1: Dennis Waldvogel: – PID 03-0059200 – Birchdale Township

Request(s):

1. Request to reduce the Road Right-of-Way setback from 20’ to 10’ for the replacement of the garage.
2. Request to increase the allowed height for a non-conforming accessory structure from 18’ to 25’ for the replacement of the garage.
3. Request to increase the allowed roof surface coverage from 15% of the total lot size to 19.18% for the garage replacement all in Recreational Development Shoreland Zoning District.

Dennis was present as the applicant and stated he had been here in August.

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

<u>11/19/2026 Meeting Information</u>

- A site visit was conducted on September 16th with Planning and Zoning, SWCD, SRWD, Township, and the landowner.

- The site was referred to the SWCD Area 2 Engineering staff for review. Very limited options are available to address the road water due to space and topography. No strong water quality benefits could be identified.

- Engineers may be able to work with the landowner specifically to prevent proposed garage water from further impacting the roadway.

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Updated 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. All stormwater planning shall be approved by the SWCD.
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. Landowner shall maintain a minimum of 50% screening of the proposed structure as viewed from the lake during leaf on conditions.
5. Applicant shall abide by all other applicable federal, state, and local standards.

Dennis confirmed the staff report was accurate.

Correspondence received: None.

Public comment: None.

Board discussion:

Site visit report by Danny.

Adam recapped Dan's notes from the August visit and pointed out how the road is travelled within the road right-of- way on the overhead.

Danny added there is a 4" drain that ran to the lake and that was a concern with pooling, and where is the water going to go?

Adam confirmed that was the previous concern.

Danny, basically trying to force a correction to this issue.

Adam, there is so much surface water drainage there to do any sort of retention basin as there is not enough space and if they did some sort of swale, it would be over mowed grass and wouldn't get a lot of filtering. It's not a great place to get a swale through there with how close the lots are together.

Danny asked if this is being put back with SWCD of St. Cloud.

Adam, whether Dennis wants to use our engineers or private, or something in between, we just don't make the situation worse and make sure we take care of the water from the garage.

Dennis stated he has been monitoring that basin and hears the concern it may be polluting the lake. He stated there is no gravel, sediment or debris in it and the black dirt sitting in that basin is surrounded by grass that filters the water coming off the road. He has contacted the professionals at Right Way Water Proofing and what they have come up with is when removing soil for the new garage, install drain tile with fabric wrapped

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PVC pipe tile and tie into the existing system. Lay 1-2 inches of washed rock, ½ inch to 1 ½ inch in size. Cover the rock with filter fabric to prevent soil from entering the tile and rock system, then cover the area with grass, is what their recommendation is.

Dennis stated the current drain is in the NW corner where the pooling is taking place.

Adam, basically describing a French drain which we have done on a lot of other properties.

Danny, it does help keep the sediment from entering the lake, the best thing he can think of to filter the water through 3 to 4 inches of grass before hitting the lake, even though we lack the fall to the lake. He asked Dennis if he was happy with that solution and is it in your best interest?

Dennis stated he has not had any issues with his drain, and it is working as designed, and since the drain was put in, he has not had any further damage to the garage. Now, he will have to wait until spring before he can do anything.

Adam stated Deja would be comfortable with this, if it is the direction you would like to go.

Ken, if confident that plan will work for him and Soil and Water people are okay with it, he would move to approve with the five conditions, 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. All stormwater planning shall be approved by the SWCD.
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. Landowner shall maintain a minimum of 50% screening of the proposed structure 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)**
Danny Peyton	Yes
Ken Hovet	Yes
Mike Soukup	Yes
Larry Bebus	Yes
Russ VanDenheuvel	Yes

Motion for all three granted.

AGENDA ITEM 2: Todd County Park and Trails, Battle Point Park: – PID 10-4002900 – Gordon Township
Request(s):

1. Request to increase the allowed 50' sand beach blanket to 200' sand beach blanket for water-oriented property in General Development Shoreland Zoning District.

There was no one present as the applicant.

Adam recommended to table until the December meeting as our meeting procedures do not allow us to make a decision without the applicant present.

Brief discussion on the timeline and processes.

Ken made the motion to table, Russ seconded, voice vote, no dissent heard, motion carried.

Dan motioned to adjourn and Larry seconded. Voice vote, no dissent heard, motion carried and the meeting adjourned at 6:22 PM.

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Reviewed 10/10/26 AO

Appeal for a Variance

Applicant Todd County Park and Trails

Mailing Address Battle Point Park

Site Address 12902 ~~FanFare Drive~~ Faraway Ln. Osakis, MN 56360

Phone Number [redacted] l Number

E-Mail Address

Property Owners Name & Address (if not applicant)

Todd County

Parcel Number(s) 10-4002900

Section: 5 Township Gordon

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

Full and Current Legal Description(s): Section 5
(attach if necessary)

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

Septic System: Date installed 9/30/2011 Date of Compliance Inspection

Is a new system needed: ____yes X 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 ✓ Bluff setback____

Road right-of-way setback____ Side Yard setback____ Buildable area____

Impervious surface coverage____ Building/Structure Height____ Other____

Did you meet with the Township Board to present the Application for Variance?

Yes X **No**____ **Date of the meeting** 9/22/26

X Alden N Johnson
Optional Township Board Signature

Chairman
Board Position

Aug 31

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 clear shoreline and make a beach by adding sand

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.

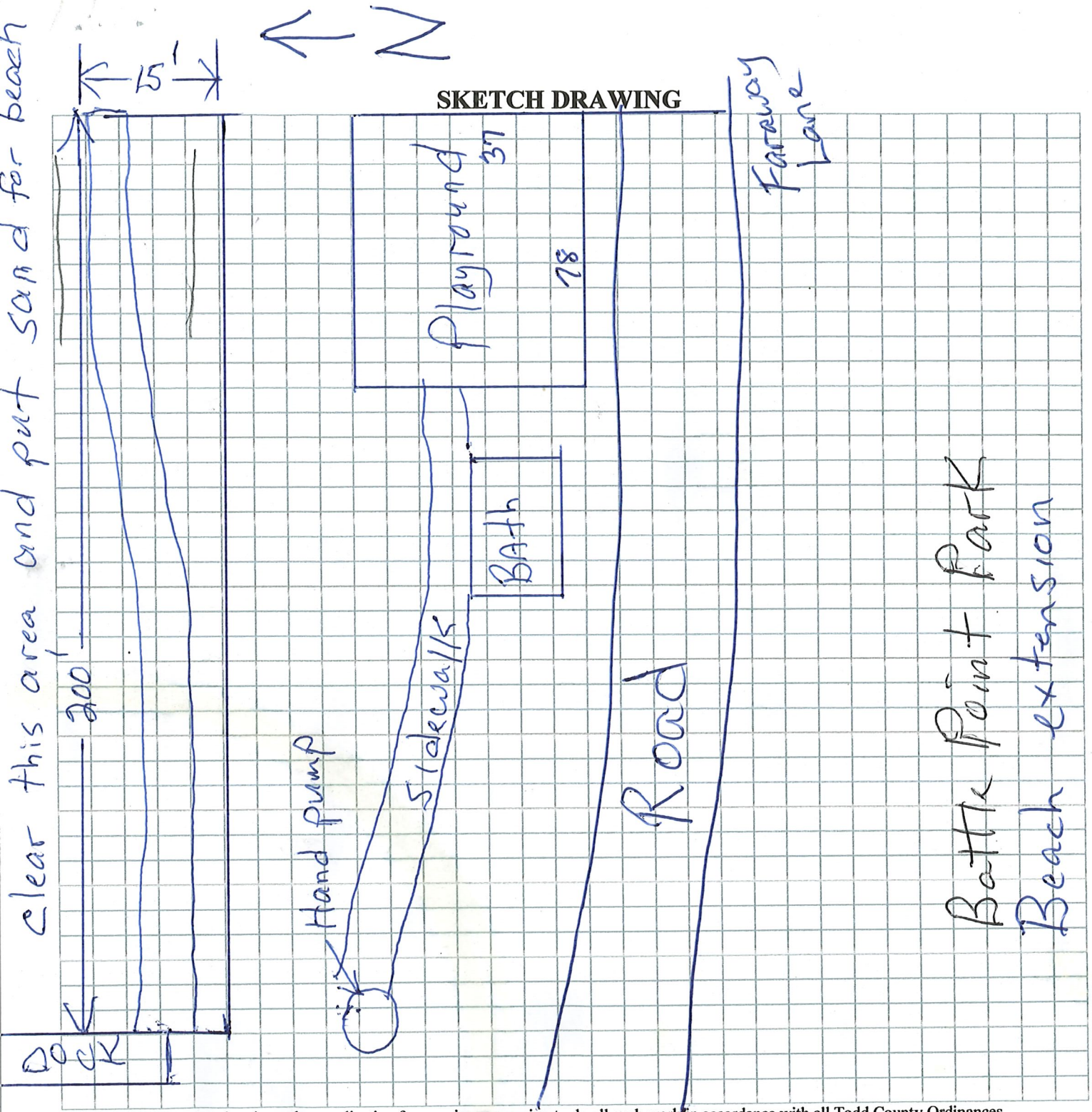
EXPLAIN YOUR PRACTICAL DIFFICULTIES or reason why you need your request approved.**

Because its lake shore

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.

Les Levin		9/6/26
Applicant Name Printed	Signature	Date
Todd County Park and Trails		
Property Owner Name Printed	Signature (If different than applicant)	Date

Site Map



10/29/2026, 2:26:57 PM

1:5,443

0 0.03 0.06 0.12 mi

0 0.05 0.1 0.2 km

- Address
- Road Network
- TWP - PAVED
- TWP - GRAVEL
- PRIVATE ROAD
- Driveways
- Parcels
- Township
- Section
- Quarter Quarter

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

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Received
NOV 20 2026
Todd County Planning & Zoning

Receipt #2026-0677
Accepted 11/24/2026
KLM

Appeal for a Variance

Applicant CARLE HOFFMAN

Mailing Address 14893 ROSEWOOD DR, BRAINERD, MN 56401

Site Address 11486 224th St, Osakis, MN 56360

[redacted]

E-Mail Address [redacted]

Property Owners Name & Address (if not applicant) Darrin Savoie
30547 145th Ave, Eagle Bend, MN 56446

Parcel Number(s) 15-0033400

Section: 29|129|35 Township 15-LESLIE

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

Full and Current Legal Description(s): Attached
(attach if necessary)

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

Septic System: Date installed N/A Date of Compliance Inspection_____

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_____ Bluff setback_____

Road right-of-way setback_____ Side Yard setback_____ Buildable area_____

Impervious surface coverage_____ Building/Structure Height_____ Other X Road Frontage

Did you meet with the Township Board to present the Application for Variance?

Yes X **No**____ **Date of the meeting** 11/24/2026

_____ _____

Optional Township Board Signature **Board Position**

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.) We are requesting a variance to reduce the required 200 feet of road frontage to 0 feet.

2.) The property has legal access through a 33 foot access easement.

3.) The intended use of the property is for hunting and recreational purposes only.

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.**

The proposed approximate 18.5 ACRE parcel is located at the back of an existing 64 acre agricultural property. Seperating the wooded low ground acreage will allow the remaining land to continue being used for farming while keeping the recreational land separate. NO buildings, structures, road construction, or additional improvements are planned. The proposed use will not change the character of the surrounding area.

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

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

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.

CARLE HOFFMAN	X	11/19/2026
Applicant Name Printed	Signature	Date
DARRIN SAVOIE		11/19/2026
Property Owner Name Printed	Signature (If different than applicant)	Date

IMPERVIOUS SURFACE WORKSHEET (FOR SHORELAND ONLY)

APPLICANT INFORMATION

Name _____ Site Address _____

Phone (____) ____- _____ City _____ State ____ Zip _____

Mailing Address _____ Parcel Number ____-_____

_____ 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:_____sq ft

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

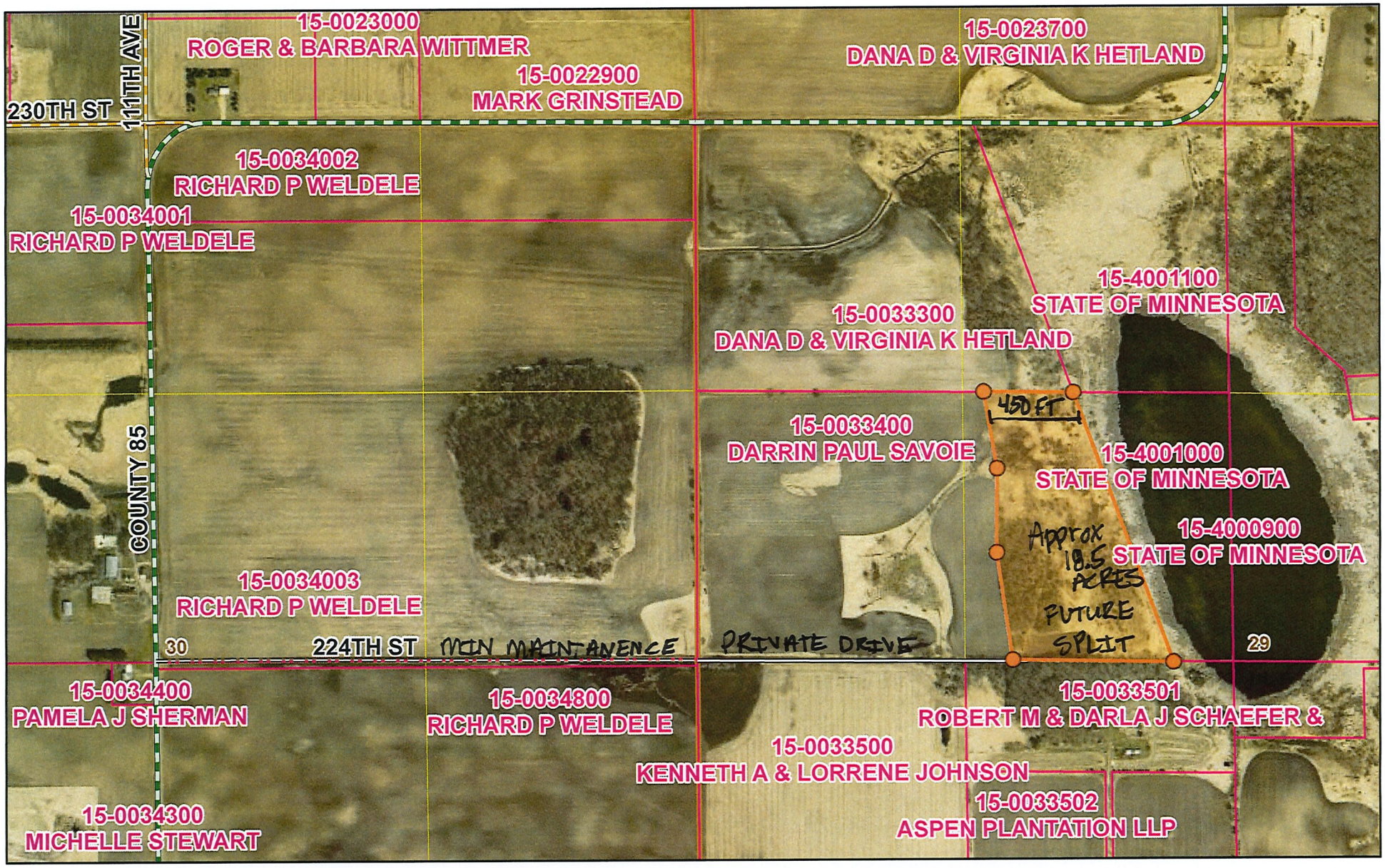
Existing	Proposed
1. N/A	N/A
2.	
3.	
4.	
5.	
6.	
7.	
8.	

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. N/A	N/A
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)

Site Map



11/12/2026, 1:40:40 PM

Override 1 Road Network
Override 1 polygonLayer
Override 1

COUNTY ROAD - GRAVEL
TWP - GRAVEL
TWP - MIN MAINTENANCE
PRIVATE ROAD
Parcels
Township
Section Number
Section
Quarter Quarter

1:11,610

0 0.05 0.1 0.2 mi

0 0.1 0.2 0.4 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Site Map



11/24/2026, 10:38:18 AM

1:6,310

0 0.04 0.07 0.15 mi

0 0.05 0.1 0.2 km

- Address
- Road Network
- TWP - MIN MAINTENANCE
- PRIVATE ROAD
- Driveways
- Parcels
- Zoning Lakes
- Township
- Section Number
- Section
- Quarter Quarter

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community