

The following is the agenda for **Thursday, June 26th, 2025 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. 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 May 22, 2025 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 applicant, staff, and public
- 1. Theresa & Tom Petermeier:** Section 11, Birchdale Township, Sauk Lake
Site Address: 12918 Bayview Drive, Sauk Centre, MN 56378
PID: 03-0030300
1. Request to reduce the lake setback from 100' to 80' for construction of dwelling replacement in Recreational Development Shoreland Zoning District.
 2. Request to increase the height of a structure within the setback from 18' to 25' for dwelling replacement in Recreational Development Shoreland Zoning District.
- 2. Joe and Anne Williams:** Section 03, Grey Eagle Township, Mound Lake
Site Address: 14505 Cottonwood Dr., Burtrum, MN 56318
PID: 11-0048200 and 11-0053000
1. Request to reduce the Road Right of Way setback from 35' to 26' for proposed shed placement in Recreational Development Shoreland District.

Adjournment.

Next meeting: **July 24th, 2025**

Minutes of the Todd County Board of Adjustment Meeting

May 22, 2025

Completed by: Sue Bertrand P&Z Staff

Site Visits conducted by Adam Ossefoort and Rick Johnson on May 14, 2025.

Meeting attended by board members: Chair Russ Vandenheuvel, Dan Peyton, Mike Soukup, Rick Johnson, 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. Each board member introduced themselves and Russ explained the process for those attending.

Introduction of the meeting process and etiquette by Russ.

Rick made the motion to approve the agenda, Danny seconded, voice vote, no dissent heard, motion carried.

Danny motioned to have the April 24th, 2025 meeting minutes approved, Larry seconded, voice vote, no dissent heard, motion carried.

AGENDA ITEM 1: Cody Kent: – PID 21-0004900 – Round Prairie Township, Moose Lake

Request(s):

1. Request to reduce the lake setback from 100' to 37' for construction on existing structure to include a garage/storage space and addition to dwelling space.

Danny Peyton excused himself from this application due to owning land on Lake Latimer.

Cody was present as the applicant.

Staff Findings: Adam read through the staff report, and this is available for viewing in full, upon request in the Planning & Zoning Office.

Proposed Condition(s):

1. All stormwater collected from the roof of the proposed structure shall be directed away from the lake.
2. Maintain a minimum of 50% screening as viewed from the lake during leaf on conditions.
3. Establishment of a 10' vegetated buffer along the lake frontage. A 10' wide access path shall be allowed for lake access.

Cody agreed the staff report was accurate.

Rick reviewed his site visit report and this is available upon request in the Planning and Zoning office.

Correspondence received: None.

Public comment:

Chuck Blankenship lives next door to Cody and complimented Cody on how he has cleaned up the property since he obtained it and has done a lot of work on it. He was concerned about the septic system with no drain field, that it meets the side property line setback and is concerned when it is full it gives off odor across his place. That is his biggest concern.

Board discussion:

Russ asked if there was an inspection on the existing system?

Cody stated it was inspected within the last three years.

Adam, stated yes, July of 2022 and compliant.

Chuck asked if that includes the proper setbacks?

Adam stated compliance inspections do not look at setbacks they look at functionality of the existing systems.

Chuck asked if that could be checked?

Adam yes, we would need to first establish where the property line is and that would require a survey.

Chuck stated just had it surveyed this year.

Adam stated we will not be able to solve that here tonight, but he can go back to when it was originally installed. He may even have that, so he will look quick.

Russ asked how far the road was from the trailer?

Cody stated approximately 47' from the center of the road to where the nearest point of the concrete is poured.

Rick asked if he knew how far the holding tank was from the concrete slab?

Cody, approx. 30'.

Rick, is the new building going to go on that slab?

Cody yes, it will go on the existing slab. He has a partial amount of concrete poured right now, that represents a portion of the permit that allows "exact for exact" footprint. He has the remaining amount to be poured that fulfills this change of composition. What he is asking is on the back side of the property, there was a deck previously, the rest of it was dwelling structure. The property was cluttered up with jerry-rigged storage options, that he doesn't prefer. His family has owned this property for a long time and he is speaking of the past. Now, what he would like to do is forgo the deck on the back side of the house that faces Chuck and to put the garage on the front to alleviate all storage issues. There will be a little bit less noise too, because that was just where they all gathered and knows this too has been a concern for Chuck. There is not a lot of room back there, and he wanted to make it a little more peaceful for the community, too. It will all be in line with the width of the current concrete, it will just be the depth he is changing.

Adam stated the existing tank was installed in 2004 and it is 11' from the property line.

Russ, we have to be ten, so, we should be good there.

Cody stated he was planning on capturing water in gutters and to use water barrels for rain collection and watering his garden.

Ken stated the footprint won't change, but you are changing use, can you tell from what to what new use?

Cody, correct, explained where the proposed garage space is, that used to be dwelling space, toward that section of the house, but will be changing a portion of that dwelling space into storage space. Previously where the deck was, he will be changing that into dwelling space without changing the overall footprint.

Russ, how wide is the garage?

Cody 22' x 22' and would fit his work truck.

Russ asked about the other room.

Cody utility room and tool bench and workout space.

Russ, the footprint is not changing?

Cody, correct, it will be 64' x 22' as currently permitted.

Russ asked if he was using the same cement.

Cody, no, the old had to be torn out as it was damaged in the fire.

Russ asked Adam if the footprint is the same and he is changing the inside only, we still have to rule on that?

Adam, yes, as the ordinance allows for change of use of non-conformities if no structural alterations are being made. But, the structural alterations here to accomplish internally, therefore the variance is required for the change of use. He has a permit for exact for exact replacement because of the damage from the fire, this is just re-orientation of the inside of it.

Public stated he is actually changing the ground structure of what is there now, he has a camper now, and is changing that.

Ken agreed as that is what is in the application.

Cody stated he has been living in the park model, temporary means just to save money for the re-build, for the last few years while I cleaned up the property. As soon as he starts to build that will be gone.

Rick addressed Adam, the old structure burned down, means he is able to replace exact for exact, and does that mean the exact location?

Adam, right.

Rick to Cody, and that's what you are doing?

Chuck addressed Cody, you are putting in a whole new foundation?

Cody, yes, he had to as, the old concrete was damaged in the fire.

Public putting a completely new slab in? Why would you tear out the one you just put in?

Cody explained the slab he has the camper sitting on is part of the footprint that is being replaced that has already been replaced. The old cement has already been torn out, when they cleaned up the house. So, the cement that the camper is sitting on is part of that replacement.

Chuck, so you are going further North and South with the cement.

Cody, yes, 9' on the deck side and 19' to the North. Not allowed any larger than what he had.

Neighbor asked if he would have access to the back yard with the added garage?

Cody, yes.

Rick stated his thoughts on this is exact for exact, due to the loss from a fire, same exact spot, but because he is changing the use of that footprint and he needed to apply for the variance, didn't think a lot of the criteria questions would pertain to this case. Rick stated he was comfortable not going through the questions and made the motion to approve with conditions, seconded by Ken, and added a comment, with Rick's onsite report he has basically covered the criteria questions.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Mike Soukup	Yes
Rick Johnson	Yes
Danny Peyton	Excused, no vote
Ken Hovet	Yes
Larry Bebus	Yes
Russell Vandenheuvel	Yes

Motion carried, variance has been approved.

AGENDA ITEM 2: Jeffrey & Sara Tiaht – PID 26-0039100– Ward Township, Horseshoe Lake

Request(s):

1. Request to reduce the lake setback from 150' to 102' to add a roof to an existing deck in Natural Environment 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 Condition(s):

1. Maintain a minimum of 50% screening as viewed from the lake during leaf on conditions.
2. Implement Best Management Practices as identified in the application for variance.

Sara was present as the applicant, and agreed it accurately reflected the application.

Correspondence received: None.

Rick reviewed his site visit report and this is available upon request in the Planning and Zoning office.

Public comment: None.

Board discussion:

Ken asked Sara to explain their plot plan drawing with the different colors, which she did, showing they do have water management in place with rock and natural vegetation for the drip trenches and natural berm.

Russ and Danny asked about the roof.

Sara stated the roof will continue on from the house like an A-frame.

Danny, open or enclosed?

Sara, just screens. It will be a screened in porch.

Danny mentioned he has concerns, this roof eventually it is a three season, eventually it will be then lived in. When the roof goes on, what's the next step and the next step? Then closer to the lake which we are trying to protect. Where does the County stop on this category?

Adam responded we can only address what is in front of us today and if they propose to make changes in the future hope they would come and check permits and requirements and we could take them down the appropriate road from there, so you can only look at what is proposed in front of you today.

Danny, correct.

Sara, stated this is their second home. It's not a primary residence. They already have a four-bedroom home with two nice living rooms and do not think they will be needing any more interior space.

Ken asked if it was bare ground under the deck?

Sara, the deck was just replaced from the hail damage and it was pretty old. They have a new framing structure with new deck boards, and under it there is no room to do anything. Bare ground no concrete slab.

Larry asked if Rick if he stated the berm would be enough to stop the water flow?

Rick clarified, he noted there was a berm there, and in his opinion, when you have a berm along the shoreline, it would help manage the runoff. He asked Sara if she ever watched to see how much water the berm actually holds?

Sara stated she is not at the house all the time and has never noticed water standing between the house and the berm, only there on the weekends and has never seen enough rain to even pool up.

Rick stated he is not a qualified engineer, but he noted it because he thinks it is a positive in this case, that there is a natural earth berm there.

Sara agreed it is higher than the rest of the yard.

Ken stated he knows the area and the soils are very sandy and probably don't hold much water. Pointed out the two rain barrels?

Sara stated yes, they are proposing some rain barrels.

Ken, something needs to be done more than rain barrels, to catch the overflow. He guarantees those rain barrels are going to fill up in a hurry.

Larry added with the rains we have here, those barrels would not hold the water.

Sara stated they have gutters and do have downspouts and do have it go somewhere now, but being they are adding impervious surface thought they should add rain barrels.

Ken stated he would have to see something to treat the overflow; rain gardens or something else, we must account for that.

Rick reminded the board we can set conditions if the appeal is approved, but those conditions have to be directly related to the variance. Here we are putting a roofed surface over an existing deck, where as before, when it rains the water hits the deck, goes through and/or around and onto the ground, and in his mind doesn't see a big difference whether it is a roof or a deck. We can add conditions.

Russ what size is the deck?

Sara stated 20' X24'.

Adam stated we reviewed the impervious surface figures and they are under. The proposed structure is 16' X 24' with a total square footage of 384 sq. ft. for the area you are looking at for mitigation.

Ken asked to add a condition to manage what is going to come off the roof.

Adam added the condition of a development of a stormwater management plan to address 384 sq. ft of added impervious roof surface.

Rick stated she will have to work with the Todd County Staff to help design storm water infrastructure to effectively capture that water and treat it before it enters the lake. He agreed, rain barrels do not effectively do enough. His own rain barrels fill up in a matter of 2 or 3 hours.

Larry agreed.

Ken moved to approve with those two conditions and not necessary to go through the criteria questions.

Larry seconded.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Mike Soukup	Yes
Rick Johnson	Yes
Danny Peyton	No, encroaching into the lake and to him there is no reason except for comfort to add the roof line onto the house. He is looking for the protection of the lake, within 150 ft. of the lake.
Ken Hovet	Yes
Larry Bebus	Yes
Russell Vandenheuvel	Yes

Motion carried. Variance has been granted.

AGENDA ITEM 3: Tyler & Kelly Korhonen: – PID 17-0040300 – Little Sauk Township, Cedar Lake

Request(s):

1. Request for structure addition in a severe steep slope.
2. Request to reduce the lake setback from 100' to 30' in Recreational Development Shoreland Zoning District.

Tyler and Kelly were present as the applicants.

Staff Findings: Adam read through the staff report, and this is available for viewing in full, upon request in the Planning & Zoning Office.

Proposed Condition(s):

1. Implementation of the storm water management plan as designed in the application.
2. Maintain existing vegetated buffer along the severe steep slope. No vegetative alterations shall be allowed.

3. Submittal of an erosion and sediment control plan prior to issuance of a land use permit.
4. Obtain additional permitting as necessary from other governmental agencies.

Tyler and Kelly both agreed the staff report was accurate.

Rick reviewed his site visit report and this is available upon request in the Planning and Zoning office.

Correspondence received: None.

Public comment:

Dave Drager stated he was Chairman of the Little Sauk township, was down and looked at the lot. Felt he has to pay taxes on a piece of worthless property, he has to do something with it or just abandon the property. The township does not have a problem with the construction proposed.

Adam clarified the severe steep slope: He believes the slope was at or greater than 30%, but it did not reach the elevation change to meet the bluff definition. You need a minimum of 25-feet from the ordinary high, so it is a severe steep slope and not a bluff.

Board discussion:

Ken why remove the steps down to the lake?

Tyler stated they are extremely steep, not up to code, crumbling and afraid someone will get hurt on them. Want to remove and replace with normal vegetation.

Ken, other than that, just covering the existing stairs attached to the cabin.

Tyler, correct.

Ken, and you are changing the roof a little bit to route the water back away from the lake.

Tyler, correct, added he will add a second level and walk in at ground level to gain enough elevation to slope the water away from the lake.

Ken and to make more living space, for the whole footprint?

Tyler, yes, for that exact footprint.

Kelly added you can actually go inside the cabin, and underneath the stairs, from inside the cabin, where the water heater is and the well comes in.

Russ asked how long they have owned the property.

Tyler, about 2 years.

Russ, have you stayed there?

Tyler and Kelly, no, it is unlivable. The reason for the replacement, we add the second level on and get that storm water to pitch to the ditch that is along Cedar Lake Rd., sketch shows, so we can take all of the rain water from the roof and get it to go away from the lake. It is about a three-foot incline right now. If he adds the addition on he will gain enough elevation needed to get the water to drain to the ditch alongside the road.

Rick you want to remove the entire structure and would like to go with a new structure with an expansion, using the stairs as part of the footprint. This is a whole new structure and adding another level. Removing the old replacing with new and expanding what's there.

Tyler, correct, stated the entire foundation walls are bowed and cracked and have to replace the 8' block with 10' block and replace the entire foundation. To also address the water and the safety concerns with the outside stairs.

Rick get more height to channel the water off the back corner to where?

Tyler the township road ditch, not the neighbor, and slopes down the ditch of Cedar lake road and will assumed it will end up in the pond.

Rick capture all of the rain?

Tyler, yes, to capture all of the rain is the best solution. Stated there is no way to capture the water and route it anywhere on the slope to retain it or prevent the infiltration, with the existing design of the old cabin. This was the best solution they could come up with.

Rick agreed it was a great solution, but we have to see if it meets the seven criteria questions.

Tyler, to address the construction side, he mentioned he is SWPP trained, as a requirement for solar site installations as far as inspecting the sites and is fully versed and aware of the all of those difficulties with this site. There will be silt fences, bio logs on both top and bottom of the construction site, during construction to obviously keep any sediment from entering the lake when they remove it from out of that area.

Russ, had a question on the drawing, guessing from an engineer, still having some of the roofline going towards the lake?

Tyler explained, yes, then having a gutter around to that back corner, and pitch the gutter to the right on the screen then to the back of the house.

Danny, you are within the 50 feet from the lake, which is considered the no-build zone from the DNR. Also, the ordinance does not allow structure within a steep slope. That is two big strikes already. Trying to figure out, is the environmental concerns with this structure going to improve enough to be worth the construction. This should be a gov't buyout. This structure should not exist.

Tyler, but it does exist.

Mike, addressing Rick who was on the site visit, being this is going to be a reconstruction, is there any other site suitable on the lot?

Rick, absolutely not. He definitely meets the definition of a practical difficulty, and is absolutely no alternate site, unless you want to encroach on the right of way.

Danny, how far are we from the road?

Tyler, 55' from the center line, really close.

Adam it is very near, but is meeting the twenty-foot setback.

Larry, right on the existing footprint?

Tyler, correct.

Russ 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
Mike Soukup	No, due to the slope and the proximity to the lake.
Rick Johnson	No, we should not be constructing on a steep slope, it's within the shoreline impact zone and the DNR strongly frowns on building in the shore impact zone, and the variance requests are too extreme.
Danny Peyton	No, it gets back to no structure within a steep slope and it's within 50% of the lake setback.
Ken Hovet	Yes, Ken, the official control protects the quality of the lake and this project will protect the lake more than the current structure does and will improve the quality of the lake.
Larry Bebus	No, building is too close to the lake, building into too steep slope of a slope, and too far out of the comfort zone.
Russell Vandenheuvel	No, structure just too close to the lake.

Majority response- No.

Criteria Question #2: Is the variance request consistent with the goals and policies of the comprehensive plan?	
Board Member	Vote and Comments
Mike Soukup	No, due to the slope and proximity of the lake.
Rick Johnson	Yes.
Danny Peyton	No, common sense can't see how this exists in the comprehensive plan.
Ken Hovet	Yes.
Larry Bebus	Yes.
Russell Vandenheuvel	Yes.

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
Mike Soukup	No, reasons that have been stated.
Rick Johnson	No, this activity is unreasonable, because we are not replacing exact for exact, which is allowed, goes back to the sonar that had allowed these regulations prior to 1972, they will allow exact for

Criteria Question #3: Is the property owner proposing to use the property in a reasonable manner not permitted by an official control?

	exact, but if you want an expansion, they frown upon that, and the whole intent hopefully is to see all of these non-conforming structures disappear.
Danny Peyton	Yes, using this property in a reasonable manner as best as he can.
Ken Hovet	Yes, replacement cabin is a reasonable use.
Larry Bebus	No, for reasons stated.
Russell Vandenheuvel	No, can't get over that impact zone.

Majority response: No

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
Mike Soukup	Yes, circumstances are created by the land not the land owner.
Rick Johnson	Yes, it was created by nature, making the steep slopes perhaps a glacier and whoever platted these plots making them so small.
Danny Peyton	Yes
Ken Hovet	Yes
Larry Bebus	Yes, circumstances are not created by the land owner, they are created by the land.
Russell Vandenheuvel	Yes

Majority response- Yes

Criteria Question #5: Will the variance maintain the essential character of the locality?

Board Member	Vote and Comments
Mike Soukup	Yes
Rick Johnson	Yes
Danny Peyton	No, adding height within the 50% setback, didn't see much for structures on the photos, since going outside the boundary.
Ken Hovet	Yes
Larry Bebus	Yes
Russell Vandenheuvel	No, it's going to be higher, more livable space and just a busier place on the lake.

Majority response- Yes

Criteria Question #6: Does the need for the variance involve more than just economic considerations?

Board Member	Vote and Comments
Mike Soukup	Yes
Rick Johnson	Yes, absolutely.
Danny Peyton	Yes
Ken Hovet	Yes, it involves environmental and safety considerations.
Larry Bebus	Yes
Russell Vandenheuvel	Yes

Majority response- Yes

Criteria Question #7: Have safety and environmental concerns been adequately addressed?

Board Member	Vote and Comments
Mike Soukup	No, for run off and erosion concerns and within the setback zone.
Rick Johnson	Yes, he is comfortable with what he has proposed to do for his storm water management.

Danny Peyton	No, it is just the location, safety: steep slope, can see a person sliding all the way to the lake on this one.
Ken Hovet	Yes, the new roof line will satisfy the environmental concerns according to his plan and the new structure by itself will eliminate the safety concerns that are there now.
Larry Bebus	Yes, for the storm water management.
Russell Vandenheuvel	No, too much on this small lot and too close to the lake.

Majority response- No

Summary of criteria question majority responses as follows:

#1	N
#2	Y
#3	N
#4	Y
#5	Y
#6	Y
#7	N

Rick stated, in order for us to grant our variance appeal, they need to pass all seven criteria. Because that was not met or achieved, he motioned to deny the variance request, Danny seconded.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Mike Soukup	Yes
Rick Johnson	Yes
Danny Peyton	Yes
Ken Hovet	No
Larry Bebus	Yes
Russell Vandenheuvel	Yes

Motion passed, variance denied.

Russ called for a five-minute recess at 7:25 pm.

Russ called the meeting back to order at 7:30 pm.

AGENDA ITEM 4: Jason Bergmann: – PID 17-0016802 – Little Sauk Township, Maple Lake

Request(s):

1. Request to reduce the new lot size from the standard of 40,000 sq. ft.
2. Request to reduce the buildable area from the standard of 18,000 sq. ft.
3. Request to reduce the lot depth from the standard of 200'
4. Request to reduce the lot width from the standard of 150'

Request to change requirement of 50 feet of frontage along a public road to 50 feet of frontage along a private access easement in Recreational Development Shoreland Zoning.

Peter Klick was present as a representative for the applicant.

Staff Findings: Adam read through the staff report, and this is available for viewing in full, upon request in the Planning & Zoning Office.

Proposed Condition(s):

1. Each proposed new parcel of land shall forever be connected to the associated, adjacent lot within the Maple Shelter Plat. No lots shall be sold separately from one another.

Peter Klick stated the staff report was accurate.

Rick reviewed his site visit report and this is available upon request in the Planning and Zoning office.

Correspondence received: Yes. Carol Haggermann, which Adam read into the record.

This letter may be viewed in full, upon request, at the Planning and Zoning office.

Public comment:

Todd County Commissioner Randy Neuman, 14201 Ferret Drive, Osakis stated this project here is a win-win for both the residents and the County. It will eliminate a lot of variances and thinks it is the way to go. Get them up to compliance and no longer non-conforming lots.

Board discussion:

Danny asked about the easement.

Klick explained right now there are two easements on this. There is one easement that was dedicated as a driveway easement in 1940 to the original ten Maple Shelter lots, then there is an easement from 1989 that the person that owned the farm before Bergmanns, wanted to put a chain across the road and keep everybody from getting into their lots. So, there was a court hearing on that, which drug on for a couple of years. Then there was a new easement established, for all of the lots on Maple Lake and that is the current easement being used right now. The dedicated driving easement there, in talking to the township, if this is approved and we buy this property, then they can petition the township to get rid of the driveway easement, then the lots will all be one piece but, because of the platting, they went through Adam, talked to attorneys, the County land attorney, they've had an attorney they've been in touch with, because of the platting of the Maple Shelter back in the 1900's, you can't combine them, so they will get two tax statements for one piece of land. Apparently, the Legislature would have to approve that, so he's been told. None of the properties up here are buildable, except for lot six. It is in the process of tearing down and building a new place. Everybody else has built what is going to be built on the properties. This is land that they've used for over 70 years, and they'll be able to purchase now, as the former owners wouldn't sell to them before. Had they back when they first bought it, you could have just bought it, there were different rules. The attorneys and the Todd County land attorney stated this is the best way to go. Go to this board and if you approve these, then we can buy these and that is more area for their lots and their lots will be more compliant.

Adam, added, there is actually ten lots in the Maple Shelter Plat. If that platted boundary didn't exist, we could do simple property line adjustments and we wouldn't be sitting here tonight, but, it's a function of how a legal description would have been written, involving both platted descriptions and meets and bounds descriptions and our County taxing system wouldn't allow that, so, through no fault of the land owners, in order to accomplish what they want to do, it just requires these small lots to be created and then we can tie them together forever. Essentially, single parcel, yet again, two tax statements.

Russ, so each land owners would have to buy the corresponding lot, from the Bergmanns?

Klick, yes. (explained each owner's parcel and corresponding lot) and added, the pictures show the lot owners are all mowing and maintaining it already and it's been like that forever. He stated they first bought in 1957 and at that time the septic system was in the easement.

More discussion on the road easement and history of lots.

Ken asked about the dedicated driveway that is to be vacated, that land will be added to the property owners?

Klick confirmed.

Danny made the motion to approve with the one condition, and Mike seconded it.

Proposed condition:

1. Each proposed new parcel of land shall forever be connected to the associated, adjacent lot within the Maple Shelter Plat. No lots shall be sold separately from one another.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Mike Soukup	Yes
Rick Johnson	Yes
Danny Peyton	Yes
Ken Hovet	Yes
Larry Bebus	Yes
Russell Vandenheuvel	Yes

Motion carried, the variance has been granted.

AGENDA ITEM 5: Jason & Dorothy Braun: – PID 06-0062200 – Burnhamville Township, Mons Lake

Request(s):

1. Request to reduce the lake setback from 150' to 87' for structure addition in Natural Environment Shoreland Zoning District.

Jason and Dorothy were present as the applicants.

Staff Findings: Adam read through the staff report, and this is available for viewing in full, upon request in the Planning & Zoning Office.

Proposed Condition(s):

1. Maintain a minimum of 50% screening as viewed from the lake during leaf on conditions.
2. Maintain a 25' vegetated buffer along the entirety of the lake frontage. A 10' wide maintained area shall be allowed for lake access.

Jason stated the staff report was accurate.

Rick reviewed his site visit report and this is available upon request in the Planning and Zoning office.

Correspondence received: None.

Public comment: None.

Board discussion:
Dan Peyton, asked if the two lots were together.

Jason stated yes, and explained the situation is similar to the previous application where a sliver of land is also included as a separate parcel but will forever be attached.

Adam confirmed it is all one parcel now.

Dan, overall, we gained quite a bit of sq. feet, and you are okay with the 25-foot no mow zone. Asked if the 50% screening is good or is there any concern?

Rick stated it was very heavy, with a lot of cover and with a lot of natural vegetation along the shoreline already providing a very fairly significant buffer that we typically do not see on lake lots, but he likes the 25-feet.

Dan, agreed, definitely helps protect the lake, so maintaining the 25-foot.

Russ do you have a picture of the deck?

Jason stated the plan is to come directly out from the roof line and plan to put aggregate steel roofing with gutters, which they do not currently have.

Russ, it's going to go around the chimney?

Jason, yes.

Danny asked Rick if he saw any problems with water management? Do we need to collect the water off this roof?

Russ, on the lake side?

Rick, he sees this as an expansion, there is an existing deck now, it is going to be enlarged, plus an impervious roof on it now, but he definitely has adequate space to add some type, so he thinks we should.

Jason stated the existing deck is approaching 30 years old.

Ken agreed we should add a storm water management plan condition.

Danny, looks pretty flat.

How far away from the road are we?

Adam, roughly 85', well beyond the setback.

Danny stated he was looking at this as a gain, made a motion to approve with conditions, seconded by Rick.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
--------------	------------------

Mike Soukup	Yes
Rick Johnson	Yes
Danny Peyton	Yes
Ken Hovet	Yes
Larry Bebus	Yes
Russell Vandenheuvel	Yes

Motion carried, the variance has been approved.

AGENDA ITEM 6: Wayne Terry – PID 03-0050500– Birchdale Township, Little Birch Lake

Request(s):

1. Request to reduce the lake setback from 100' to 65' for dwelling replacement in Recreational Development Shoreland Zoning District.

Wayne was present as the applicant.

Larry Bebus recused himself on this one, due to conflict of interest.

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

Additional Notes:

Conditions from variance approved in August 2023.

1. Establishment of a water retention structure to capture all roof water from the proposed structure based on a 10 year/24-hour rainfall event.
2. Maintain a minimum of 50% screening as viewed from the lake during leaf on conditions.

Proposed Condition(s):

None

Terry confirmed the staff report accurately described his application.

Rick reviewed his site visit report and this is available upon request in the Planning and Zoning office. Asked Wayne the reason he is back in for a variance because of an inaccurate measurement?

Wayne explained the lot interpretation and survey of 65 feet, and how the lot is measured perpendicular to the lakeshore and not parallel with the side lot lines.

Correspondence received: None.

Public comment: Don Salzman, 27621 Amber Ln, and also a neighbor to applicant. Just wanted to say they support this project.

Board discussion:

Adam stated septic plans would be helping to fill in the area between the house and the road.

Russ asked what the conditions were in 2023.

Adam read the two conditions.

Russ asked when were you planning on building?

Wayne, 2025.

Adam explained Wayne's sketch and how the 2023 variance request (that was granted) unknowingly encroached on the side lot line.

Russ stated his opinion, we approved it in 2023, we are splitting hairs and if we are that close, we should grant this with the change.

Rick agreed, and stated he pulled out the records from 2023 and it was just a little tweak from the existing footprint, including height and easement right of way, which was passed overwhelmingly, as he could have replaced it exact for exact, if he had wanted.

Danny asked what are the proposed side setbacks?

Wayne, both sides 10' setback.

Danny stated he did like that and asked if there is 50% screening?

Adam showed photos with good screening.

Mike, already water capture and screening, that will be good, and asked if we could, as a condition, refer to 2023 conditions are still enforceable.

Adam stated he will amend and make that a condition.

Danny made the motion to grant the variance with the one condition, recognizing the original 2023 conditions are still enforceable for the structure, and Ken seconded.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Mike Soukup	Yes
Rick Johnson	Yes
Danny Peyton	Yes
Ken Hovet	Yes
Larry Bebus	abstained
Russell Vandenheuvel	Yes

Motion carried, the variance has been granted.

Ken motioned to adjourn and Rick seconded. Voice vote, no dissention heard. Motion carried and the meeting adjourned at 8:22 PM.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Received

MAY 30 2025

Todd County
Planning & Zoning

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

Accepted
5/30/2025
KLM

Receipt 2025-0242

Appeal for a Variance

Applicant Theresa & Tom Petermeier

Mailing Address 12918 Bayview Drive, Sauk Centre

Site Address Same

Phone Number [Redacted]

E-Mail Address [Redacted]

Property Owners Name & Address (if not applicant) _____

Parcel Number(s) 03-0030.300

Section: 11 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 (RD)

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 _____ Date of Compliance Inspection 4/23/2025

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 X Bluff setback _____

Road right-of-way setback _____ Side Yard setback _____ Buildable area _____

Impervious surface coverage _____ Building/Structure Height X Other _____

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

Yes X No _____ Date of the meeting 5/27/2025

[Signature]

Optional Township Board Signature

Chair

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.) Request to ~~Increase~~ ^{decrease} Set back from ~~55'~~ ¹⁰⁰ to 80'

2.) New house Height up to 25', increase from 18'

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.**

~~Current~~ Move house Back for more yard space

Make New house one floor living

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.

Tom Petermeier

Applicant Name Printed

Theresa Petermeier

Property Owner Name Printed

Tom Petermeier

Signature

Theresa Petermeier

Signature (if different than applicant)

5/30/25

Date

5/30/25

Date

TODD COUNTY, MINNESOTA
No Delinquent Taxes
Transfer Entered
Certificate of Real estate value received 210705/eCRV 1327057

Date 10-05-2021
Deed tax: \$1,353.00
Todd County Property Records &
Taxpayer Services
PID 03-0030300/14-0011800

Document #: A528254

ELECTRONICALLY RECORDED ON
10-05-2021 at 10:55 AM
LINDA DAOUST
TODD COUNTY RECORDER
Long Prairie, MN
Fee Amount: \$96.00

Minnesota Uniform Conveyancing Blanks
Form No.5-M-WARRANTY DEED
Individual(s) to Joint Tenants

No delinquent taxes and transfer entered; Certificate of Real Estate Value	
Filed	not required
Certificate of Real Estate Value No. <u>1327057</u>	
Date: _____	
_____ County Auditor	
by _____ Deputy	

STATE DEED TAX DUE HEREON: \$1,353.00

Date: October 5, 2021

FOR VALUABLE CONSIDERATION, **Betty Lou Berg**, a single person, Grantor, hereby convey(s) and warrant(s) to **Thomas Petermeier and Theresa Petermeier**, Grantees as joint tenants, real property in Todd County, Minnesota, described as follows:

That part of Government Lot 1 of Section 11, Township 127, Range 34, Todd County, Minnesota, and that part of Government Lot No. 2 (being also the NE ¼ NE ¼) of Section 14, Township 127, Range 34, Todd County, Minnesota described as follows: Commencing at the southwest corner of said Government Lot 1; thence on a record bearing of South 89 degrees 53 minutes 37 seconds East along the south line of said Government Lot No. 1, 277.60 feet; thence deflecting to the left; 62 degrees 27 minutes 00 seconds (as measured from east to north) and on a bearing of North 27 degrees 39 minutes 23 seconds East, 42.00 feet to the point of beginning of the land to be described; thence South 27 degrees 39 minutes 23 seconds West along the last described line 42.00 feet to the south line of said Government Lot No. 1; thence North 89 degrees 53 minutes 37 seconds West along said south line 33.45 feet to the southeasterly line of an existing road; thence South 28 degrees 58 minutes 37 seconds West 35.50 feet along the southeasterly line of the platted Public Driveway of Diamond Point Subdivision according to the recorded plat thereof on file and of record in the office of the County Recorder, Todd County, Minnesota; thence South 82 degrees 16 minutes 43 seconds West along said southeasterly line 78.00 feet to the east line of Lot 1 of said Diamond Point Subdivision; thence South 01 degrees 08 minutes 53 seconds West along the east line of said Lot 1, 117 feet more or less to the lakeshore of Sauk Lake; thence easterly, northeasterly, northerly, northwesterly, along said lakeshore to its intersection with a line which bears South 89 degrees 53 minutes 37 seconds East from the point of beginning; thence North 89 degrees 53 minutes 37 seconds West along said line 40 feet more or less to the point of beginning.

AND

That part of Government Lot No. 1 of Section 11, Township 127, Range 34, Todd County, Minnesota described as follows: Commencing at the southwest corner of said Government Lot 1; thence on a record bearing of South 89 degrees 53 minutes 37 seconds East along the south line of said Government Lot No. 1 244.15 feet to the point of beginning of the land to be described; thence continue South 89 degrees 53 minutes 37 seconds East along said south line 33.45 feet; thence North 27 degrees 39 minutes 23 seconds East 42.00 feet; thence South 89 degrees 53 minutes 37 seconds East 30.00 feet; thence North 73 degrees 01 minutes 33 seconds West 62.88 feet to the southeasterly line of an existing road; thence South 22 degrees 21 minutes 44 seconds West along said existing road 59.95 feet to the point of beginning.

A well disclosure certificate has been electronically filed #1055296.
~~The Grantor certifies that the Grantor does not know of any wells on the described real property.~~

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:
Reservations, Declarations, Covenants, Restrictions, and Easements of record, if any.

Affix Deed Tax Stamp here

Betty Lou Berg
Betty Lou Berg

STATE OF MINNESOTA
COUNTY OF STEARNS

The foregoing instrument was acknowledged before me this 4th day of October, 2021, by Betty Lou Berg, a single person, Grantor (s).

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)



MARY J. KLIMEK
NOTARY PUBLIC - MINNESOTA
My Commission Expires January 31, 2023

[Signature]
SIGNATURE OF PERSON TAKING
ACKNOWLEDGMENT

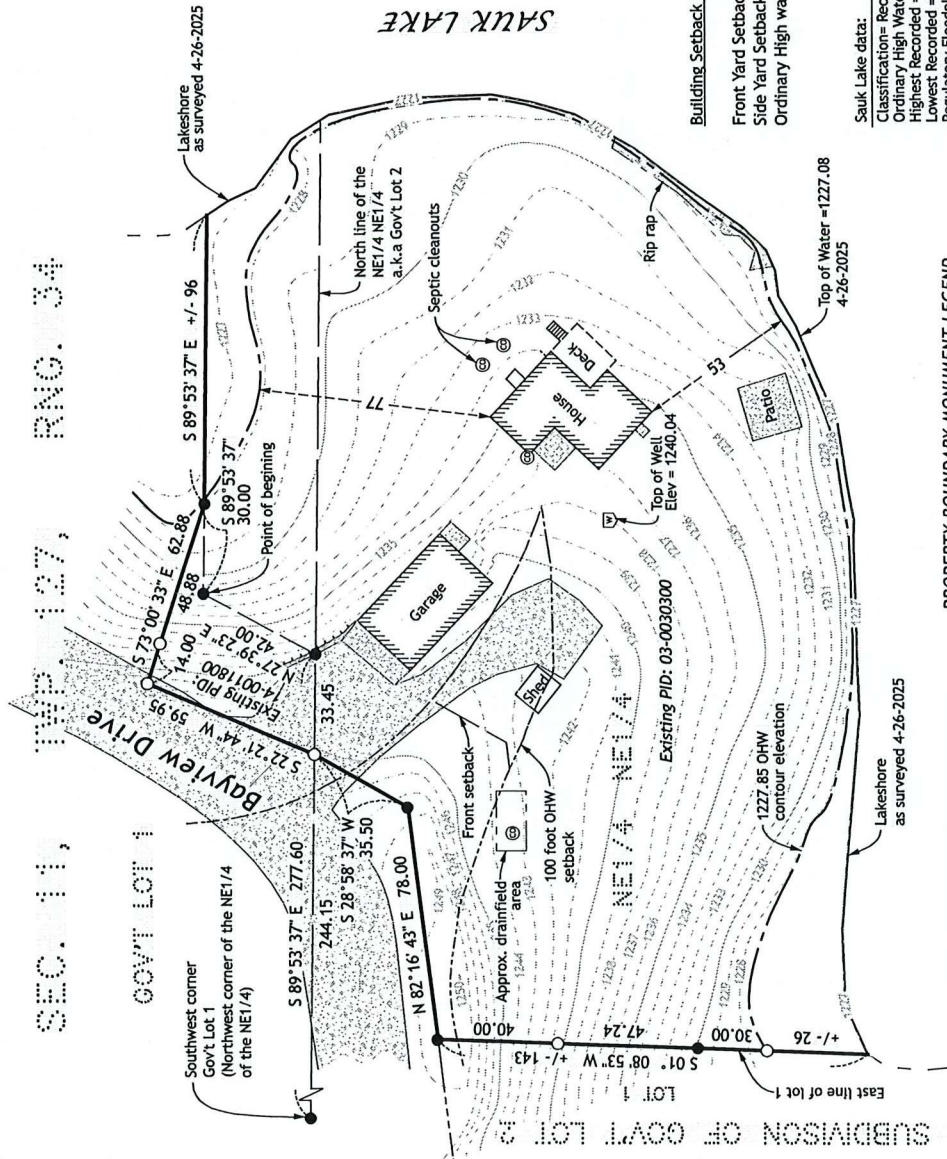
Tax Statements for the real property described in this instrument
should be sent to (Include name and address of Grantee)

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS)

Home Town Title, LLC
864 South Main Street, Suite #3
Sauk Centre, MN 56378

Thomas Petermeier and Theresa Petermeier
12910 Bayview Drive 203 Walnut St.
Sauk Centre, MN 56378

existing



Legal Description

(Existing PID 03-0030000)
That part of Government Lot 1 of Section 11, Township 127, Range 34, Todd County, Minnesota, and that part of Government Lot No. 2 (being also the NE 1/4 NE 1/4) of Section 14, Township 127, Range 34, Todd County, Minnesota described as follows:
Commencing at the southwest corner of said Government Lot 1; thence on a record bearing of South 89 degrees 53 minutes 37 seconds East along the south line of said Government Lot No. 1, 277.60 feet; thence deflecting to the left; 62 degrees 27 minutes 00 seconds (as measured from east to north) and on a bearing of North 27 degrees 39 minutes 23 seconds East, 42.00 feet to the point of beginning of the land to be described; thence South 27 degrees 39 minutes 23 seconds West along the last described line 42.00 feet to the south line of said Government Lot No. 1; thence North 89 degrees 53 minutes 37 seconds West along said south line 33.45 feet to the southeasterly line of an existing road; thence South 28 degrees 58 minutes 37 seconds West 35.50 feet along the southeasterly line of the platted Public Driveway of Diamond Point Subdivision according to the recorded plat thereof on file and of record in the office of the County Recorder, Todd County, Minnesota; thence South 82 degrees 16 minutes 43 seconds West along said southeasterly line 78.00 feet to the east line of Lot 1 of said Diamond Point Subdivision; thence South 01 degrees 08 minutes 53 seconds West along the east line of said Lot 1, 117 feet more or less to the lakeshore of Sauk Lake; thence easterly, northeasterly, northerly, northwesterly, along said lakeshore to its intersection with a line which bears South 89 degrees 53 minutes 37 seconds East from the point of beginning; thence North 89 degrees 53 minutes 37 seconds West along said line 40 feet more or less to the point of beginning.

AND

(Existing PID: 14-0011800)

That part of Government Lot No. 1 of Section 11, Township 127, Range 34, Todd County, Minnesota described as follows:
Commencing at the southwest corner of said Government Lot 1; thence on a record bearing of South 89 degrees 53 minutes 37 seconds East along the south line of said Government Lot No. 1, 244.15 feet to the point of beginning of the land to be described; thence continue South 89 degrees 53 minutes 37 seconds East along said south line 33.45 feet; thence North 27 degrees 39 minutes 23 seconds East 42.00 feet; thence South 89 degrees 53 minutes 37 seconds East 30.00 feet; thence South 89 degrees 53 minutes 37 seconds West 62.88 feet to the southeasterly line of an existing road; thence South 22 degrees 21 minutes 44 seconds West along said existing road 59.95 feet to the point of beginning.

Building Setback Requirements

Front Yard Setback = 35 feet
Side Yard Setback = 10 feet
Ordinary High water mark of lake = 100 feet

Sauk Lake data:

Classification= Recreational Development
Ordinary High Water (OHW) level = 1227.85
Highest Recorded = 1230.55
Lowest Recorded = 1225.08
Regulatory Floodplain Elevation (RFPE) = 1230.85
100 year base flood elevation= 1231.95

Note: All elevations are in the North American Vertical Datum of 1988 (NAVD 88)

PROPERTY BOUNDARY MONUMENT LEGEND

- SET IRON PIPE WITH CAP STAMPED "JAEGER 62381"
- FOUND IRON MONUMENT

EXISTING IMPERVIOUS SURFACE CALCULATION:

Total Impervious surfaces as surveyed = 5870 sf
Lot Area (above OHW) = 51988.13 sf

Ratio of existing impervious surfacing = 11.3%

Tabulation

Structures= 2177 sf
Decks= 250 sf
Sidewalk= 392 sf
Driveway= 2740 sf
Patio= 311



KRAMER LEAS DELLO
REGISTERED LAND SURVEYOR
MINNESOTA
JANUARY 1, 2000
27424-0000
27424-0000

I HEREBY CERTIFY THAT THIS PLAT, SURVEY, OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Signature: *[Signature]* DATE: 5/14/2025

PROJECT NO. PETET2501

Thomas and Theresa Pettemier
2718 Bayview Drive
Twin Falls, MN 55427
Located in Section 11, Township 127 North, Range 34 West

CERTIFICATE OF SURVEY

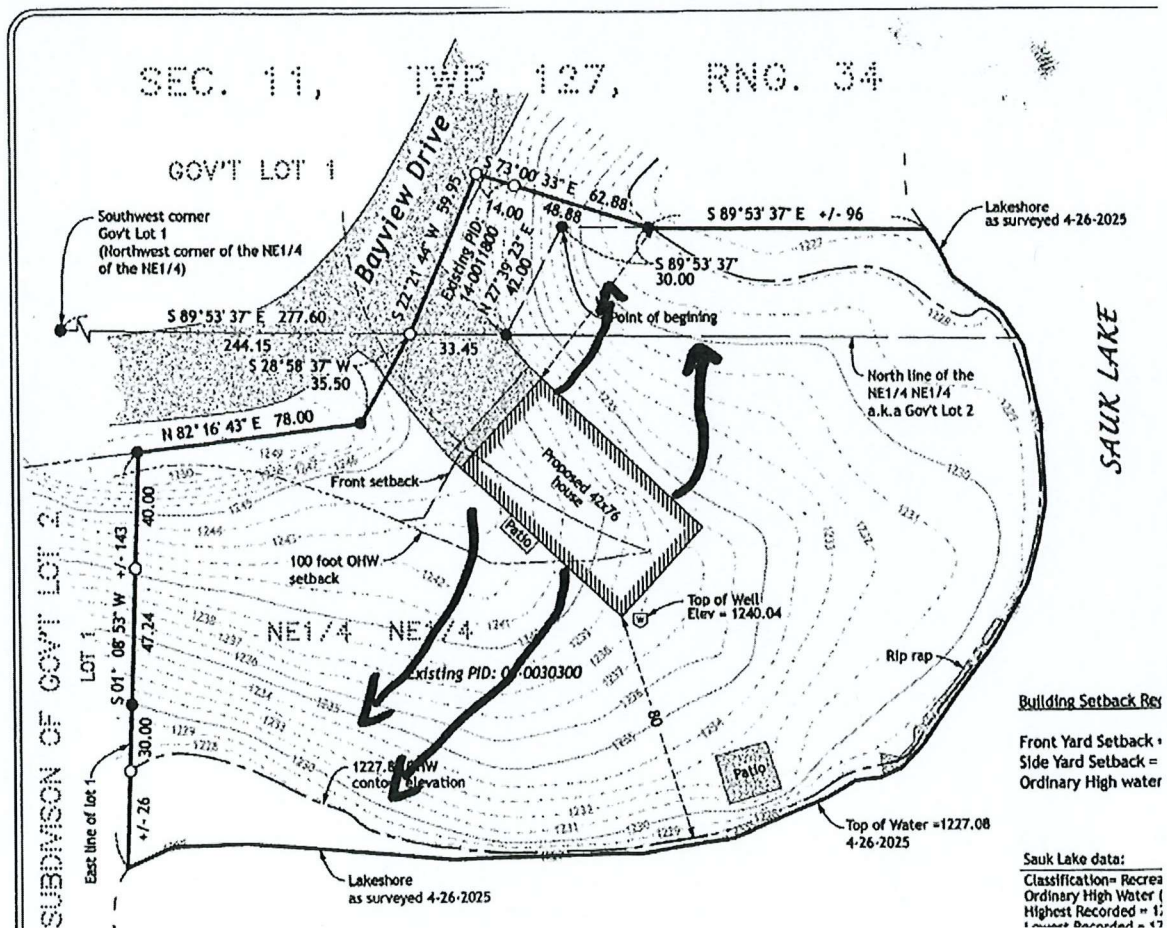
Existing Conditions and Boundary Survey

Thomas and Theresa Pettemier
2718 Bayview Drive
Twin Falls, MN 55427
Located in Section 11, Township 127 North, Range 34 West

Petermeier Stormwater Recommendations

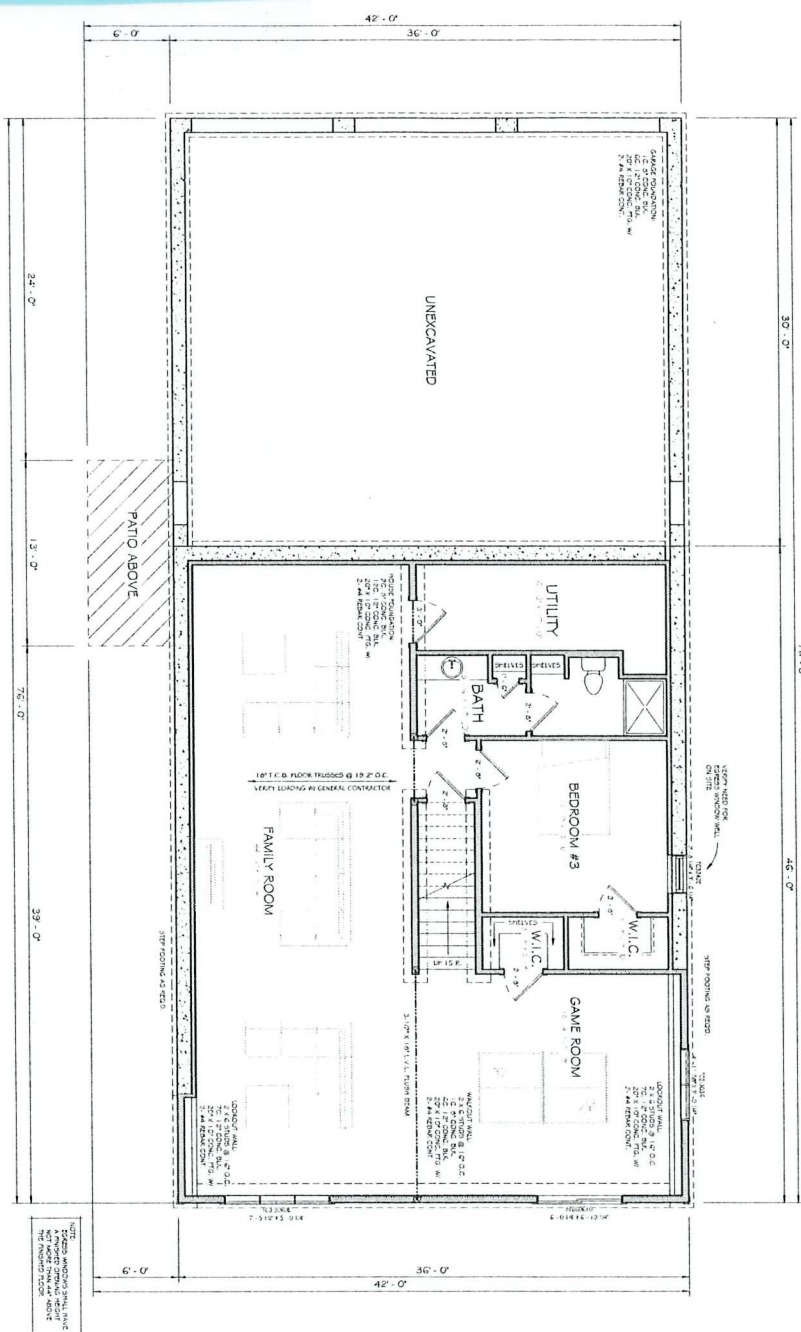
Josh Votruba – Todd SWCD

- Recommend directing roof runoff from new house by gutters and downspouts. This stormwater should be directed off to the sides to the more vegetated areas on property. See site sketch below. Sending the stormwater off to the vegetated areas will allow for more better stormwater infiltration while reducing shoreland erosion from water draining straight down to the lake.
- Another option would be to direct this water by connecting roof gutters and downspouts to an underground tile system with a rock outlet to avoid over ground flow and reduce the chance for erosion. This water should outlet in the wooded areas on property.
- During grading and leveling for the house, the ground can be sloped so that any stormwater drains more to the sides of the property where it is more vegetated.



u

Floor Plan



1. BASEMENT PLAN
1/8" = 1'-0"

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1405 NORTH NODWIS NE
ALEXANDRIA, MN 56005
612.450.0753
WWW.HILLTOPDR.COM

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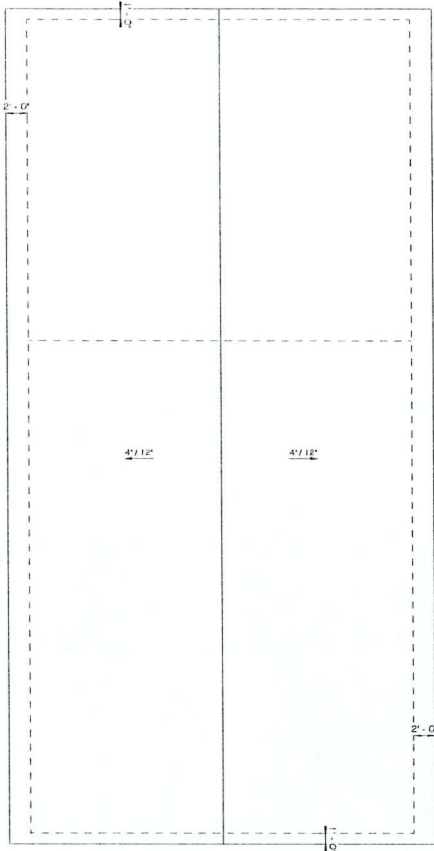
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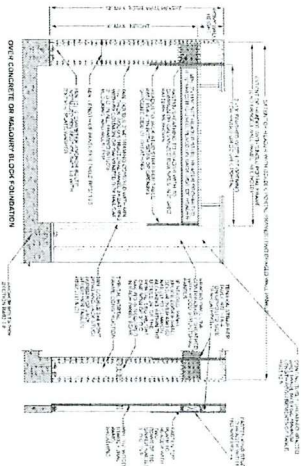
DESIGNER: REBECCA
DATE: 4-10-2025
STATION: PRELIM. 3
NUMBER: 25-042
FOUNDATION

A2

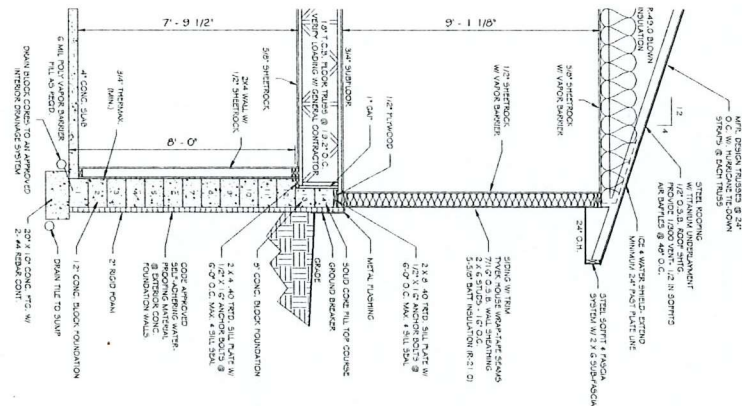
RORY MROZEK
RYAN NGUYEN



1 ROOF PLAN
AS 3/16" = 1'-0"



PORTAL WALL FRAMING
R 602.10.6.4
NOT TO SCALE



2 WALL SECTION
AS 1/4" = 1'-0"

LEGAL DISCLAIMER

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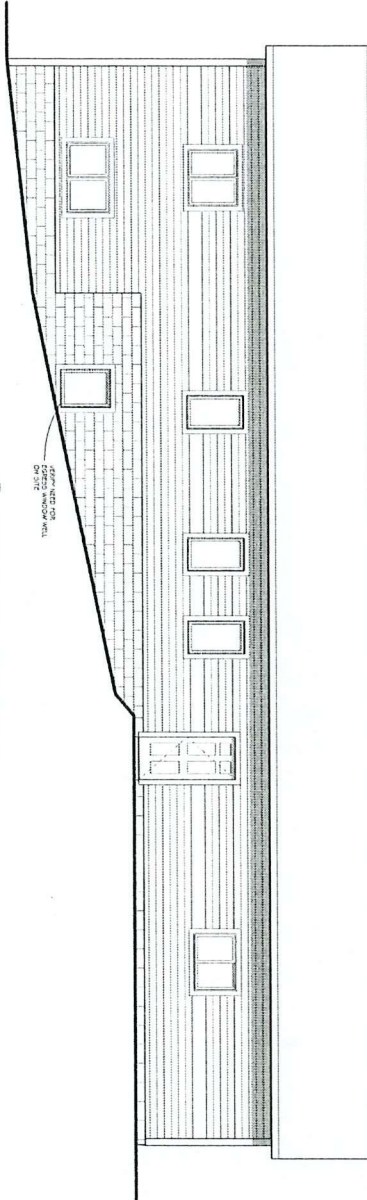
RORY MROZEK
RYAN NGUYEN

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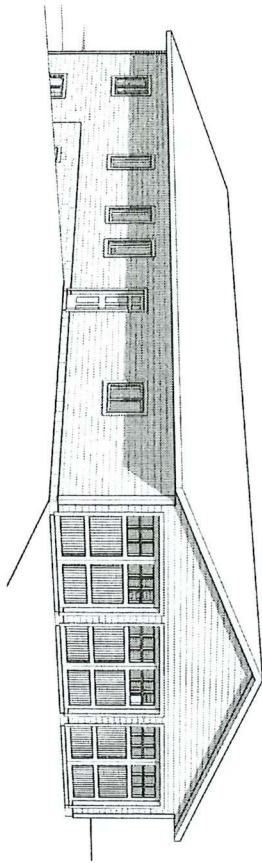
1405 NORTH NOKOMIS NE
ALEXANDRIA, VA 22305
OFFICE: 703.583.5500
WWW.HILLTOPLUMBER.COM

Designer: REBECCA
Date: 4-10-2025
Sheet: PRELIM. 3
Number: 25-042
ROOF PLAN / SECTIONS

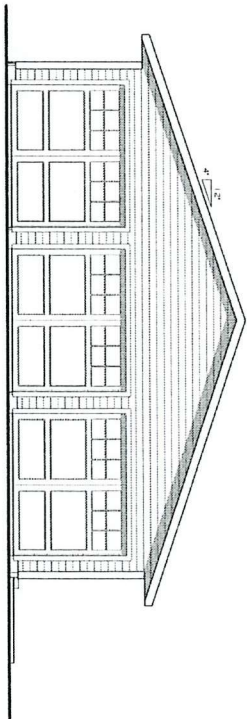
A5



1 REAR ELEVATION
1/8" = 1'-0"



2 LEFT ELEVATION
1/8" = 1'-0"



1405 NORTH NODDINS NE
ALEXANDRIA, VA 22304
OFFICE: 320.783.9565
WWW.HILLTOPLUM.COM

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RORY MROZEK
RYAN NGUYEN

Designer: REBECCA
Date: 4-10-2025
Sheet: PRELIM. 3
Number: 25-042

ELEVATIONS

A1.2

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**HILLTOP
LUMBER**

We help plan, supply and deliver dreams.

ALEXANDRIA • GLENWOOD • OTTERTAIL • PARK RAPIDS

We help plan, supply and deliver dreams.
ALEXANDRIA - GLENWOOD - OTTERTAIL - PARK RAPIDS

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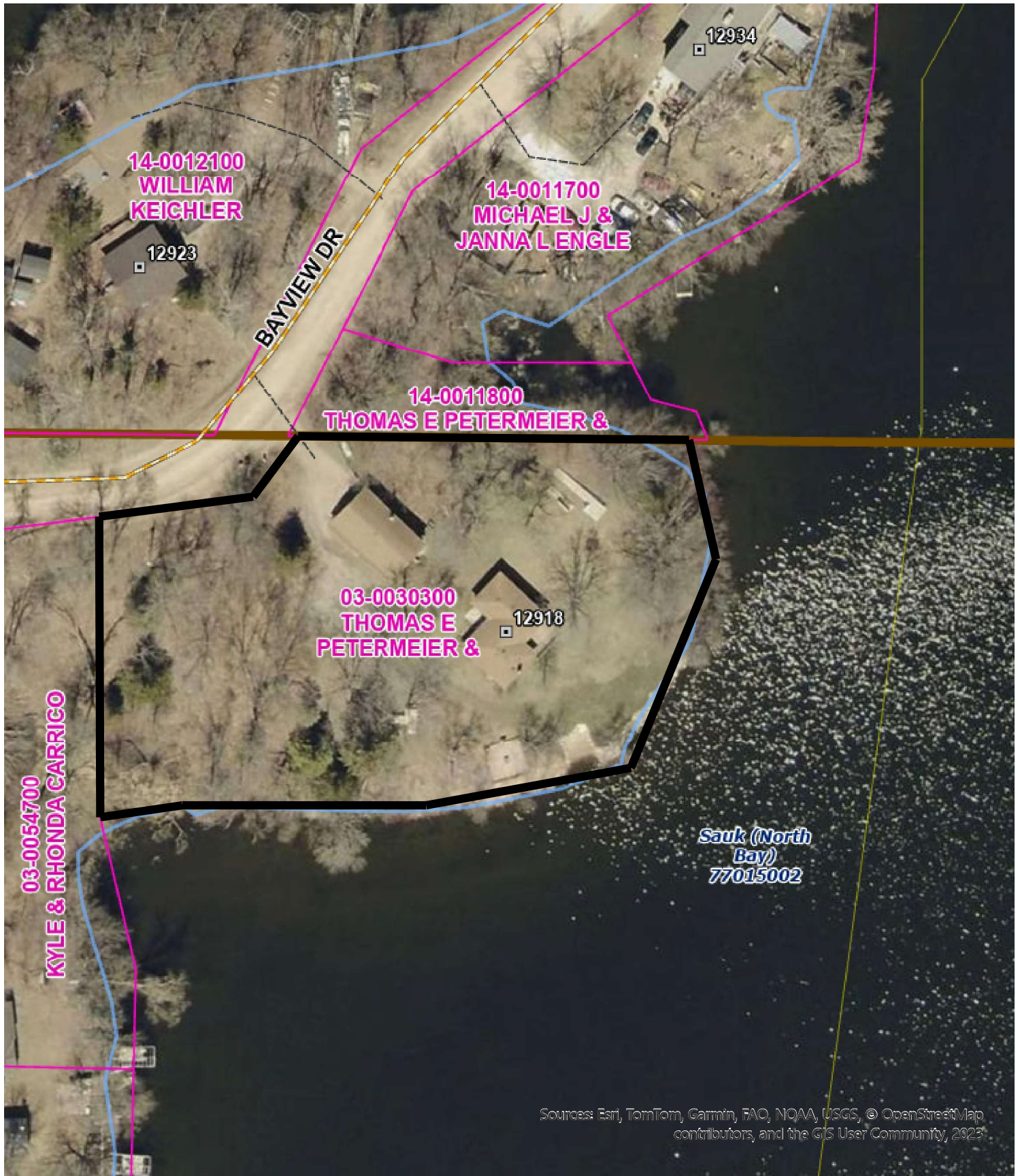
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RORY MROZEK
RYAN NGUYEN

Project: REBECCA
 Date: 4-10-2023
 Status: PRELIM. 3
 Sheet: 25-042

ELEVATIONS

1A



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, 2023

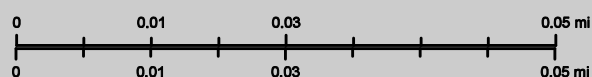
Todd County

MINNESOTA



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

LetterLayout



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, June 4, 2025

Appeal for a Variance

Todd County Planning & Zoning
215 1st Ave South - Suite 103
Long Prairie, MN 56347

Received

JUN 02 2025

Todd County Planning
& Zoning

Accepted 6/5/2025
KLM

Applicant Joe and Anne Williams
Mailing Address 1489 Idaho Ave W. Falcon Hgts, MN 55108
Site Address 14505 Cottonwood Dr. Burtrum, MN 56318
Cell Phone Number [REDACTED]
E-Mail Address [REDACTED]

Property Owners Name & Address (if not applicant) _____
11-0048200 Mound Lake Heights (3-127-32) Lot 1 and pt of Lot 2 lying
Easterly of the following desc. line: Comm ATNW corner, Lot 2, E
Parcel Number(s) 30 ft along the N line to pt of beg. S 234.00 FT TO
Legal Description: shoreline of Mound Lake said line terminating survey.
and 11-0053000, Lot- 11 Section: 3 Township Grey Eagle
Krouseys First addition
Zoning District (circle one): AF-1; AF-2; R-10; R-2; UG; RT; Comm; Industry; or

Shoreland (Lake or River Name): Mound Lake

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

Septic System: Date installed July 2020 Date of Compliance Inspection May 19, 2025

Is a new system needed: yes ☒ no STS Design attached

Does property meet Buffer Law requirements? ☒ yes No

Variations Requested:

What standards or requirements are you unable to maintain?(check all that apply) Except setbacks from road to proposed shed

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 _____

Septic p 3
Report to be
emailed to P/Z
office by Twardowski

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 the 35' road setback to 34' from the NW corner of proposed shed and 26'
- 2.) from the NE corner of this shed, which will be used for pontoon, boat, vehicle, and personal
- 3.) storage,

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 shed does not fit within required setbacks any place on the property. Shoreline setback, and those for septic and drainfield, prohibit use of the eastern portion of the property for this shed. The shed cannot be built closer to the existing house due to an egress window and utilities on the north side of the house.

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.

Joseph L. Williams

Applicant's Signature

Joseph L. Williams

Anne M. Williams

Print Property Owner(s) Name

June 2, 2025

Date

Joseph L. Williams

Anne M. Williams

Property owner (s) Signature



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

IMPERVIOUS SURFACE WORKSHEET

Variance Request for Board of Adjustment

APPLICANT INFORMATION

Name Joe/Anne Williams Mailing Address 1489 Idaho Ave W
Phone [REDACTED] City Falcon Hgts State MN Zip 55108
Site Address 14505 Cottonwood Dr Parcel Number 11-0048200
11-0053000

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 35,320

List all structures (their length, width, and total area)

Existing	Proposed
1. House $40 \times 44 = 1760$	Shed $42 \times 30 = 1260$
2. (Neighbors shed)	
3. $7 \times 7 = 49$	
4. _____	
5. _____	
6. _____	
7. _____	
8. Total 1809	Total 1260

3069 sf

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. 3' landscape rock around perimeter of house - 504	(Existing driveway #3 $14 \times 13 = 182$ sf to be removed)
- 3. Side walk - 173	
- 4. Parking area $28 \times 28 = 784$	
- 5. #1 Gravel drive $17 \times 30 = 510$ $35 \times 30 = 1050$ 1840	
- 6. #2 Gravel drive $15 \times 23 = 345$	
Total <u>3646</u>	Grand <u>6,715 sf</u>

Total of 25% of lot may be covered by impervious surface = 15% roofed structures & 10% non roofed hard surfaces.

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		
Remove drive #3 (loose stones)	14 x 13 = 182 sf	{A}		
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.

We plan to install rain gutters on this shed to direct water to grassy area

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.

Todd County Planning & Zoning Board of Adjustment

Criteria Questions for Findings of Fact

Supporting/Denying a Variance

The following questions may be asked by the Board of Adjustment as an aid to help build a body of information, findings of fact, for supporting or denying a request for a variance. These questions are included as an aid for the applicant to better understand the variance process.

These criteria questions are for information only and completion is not required.

DECISIONAL STANDARDS WHEN GRANTING OR DENYING A VARIANCE

Q1. Is the request for the variance due to unique circumstances or limiting characteristics associated with this property i.e. topography, wetlands, sensitive vegetation, drainage issues, etc.??

(Yes) = request due to property feature No = request for variance not related to land
If Yes, What is the Feature? Proximity to lakeshore limits space
available for placing structures

(Q2) Past construction activities (both structural and/or topographic) DID NOT CREATE the need for the current variance request?

(Yes) = need not created by landowner(s) No = need created by the landowner actions

(Q3) Will the variance request be a minimal variation from what is currently found on the site?

(Yes) = minimal change from current condition No = Substantial change from what is on site
Variance approval of the proposed building site
would result in removal of very few trees (5)

(Q4) Is the variance request a minimal variation from the requirements of the Planning and Zoning Ordinance? (Consider the # of variances and the % above or below the Ordinance Standard to make this determination).

(Yes) = minimal request No = Substantial request

(Q5) Have safety and environmental concerns been adequately addressed?

(Yes) = adequately addressed No = Not adequately addressed

Notes: Consider what conditions may address identified concerns.

(Q6) Will the essential character of the locality be maintained if the variance is granted?

(Yes) = essential character won't change No = project proposed by variance will change essential character

GREY EAGLE TOWNSHIP BOARD

212 East State Street

Grey Eagle, MN 56336

Date: June 2, 2025

Received
JUN 03 2025
Todd County
Planning & Zoning

To Whom It May Concern:

On this 2nd day of June, 2025, the following property owners:

Joseph Williams and Anne Williams

appeared before the Grey Eagle Township Board at its regular monthly meeting to **present and discuss** a variance request that has been submitted to the **Todd County Planning and Zoning Department**.

The subject of the variance request involves the property located at:

14505 Cottonwood Drive, Burtrum, MN 56318

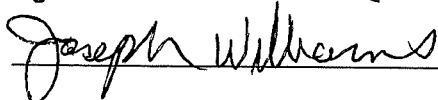
The request as described is for:

A variance to build a shed for pontoon storage on referenced property.

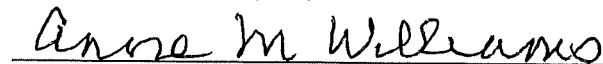
This letter serves solely as an acknowledgment that the property owners appeared before the Township Board for the purpose of discussion only. **The Grey Eagle Township Board holds no authority, assumes no responsibility, and accepts no liability** in regard to the approval, denial, or enforcement of this or any other variance request. The requirement for appearance was made by **Todd County Planning and Zoning**, and not by the Township Board.

This record of appearance is provided at the request of the County as part of its variance application process.

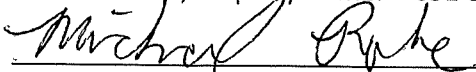
Signatures:



Joseph Williams, Property Owner



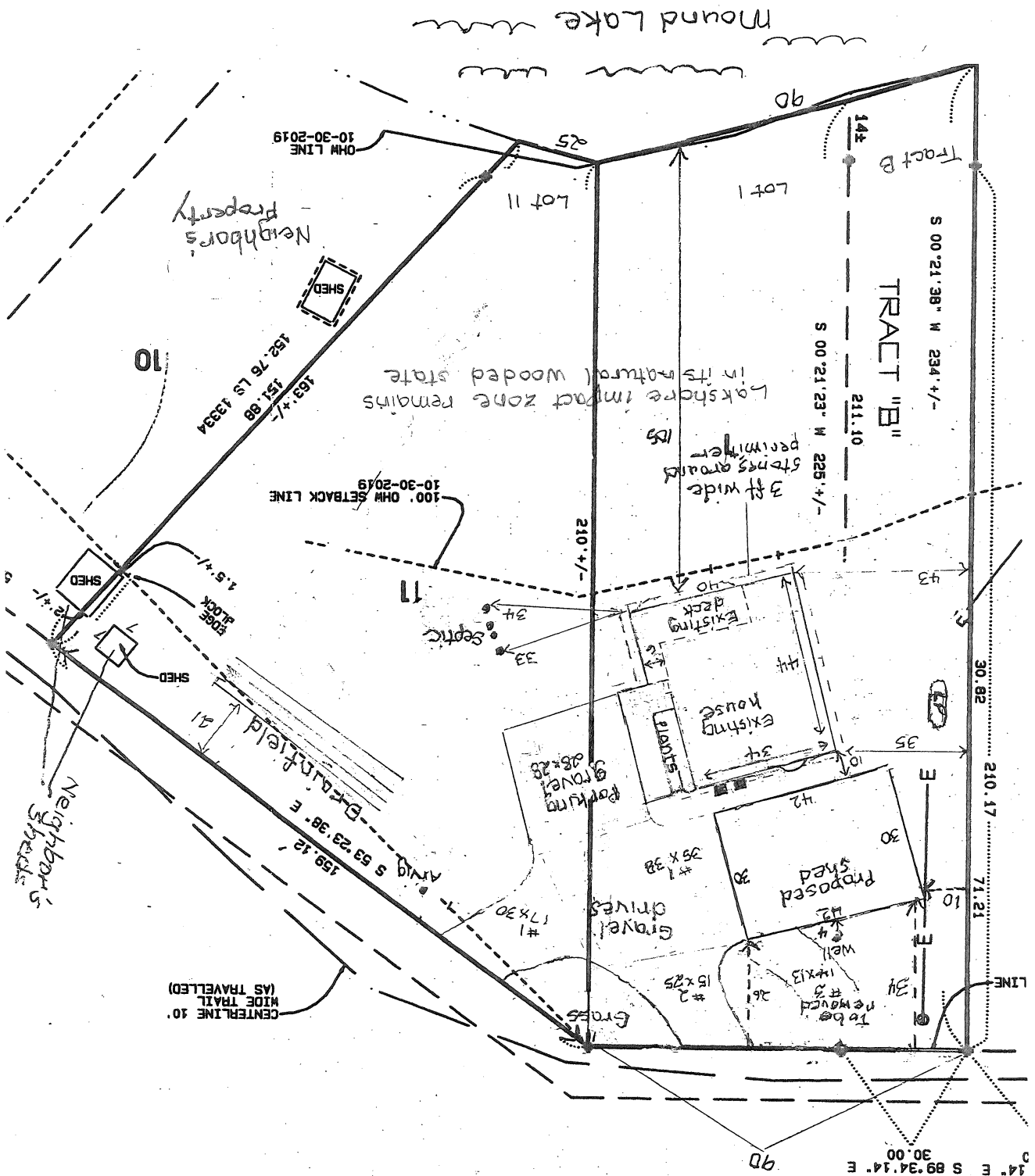
Anne Williams, Property Owner – 651-336-1497

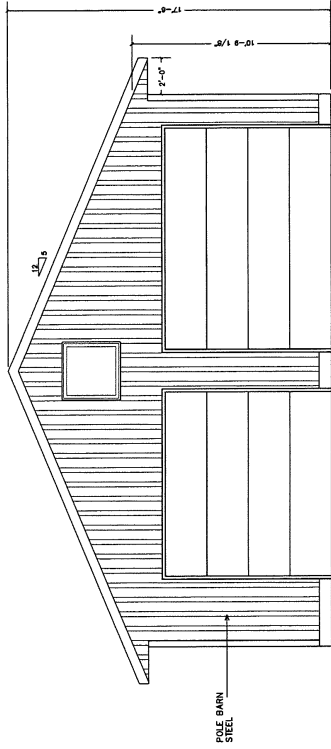


6-2-25

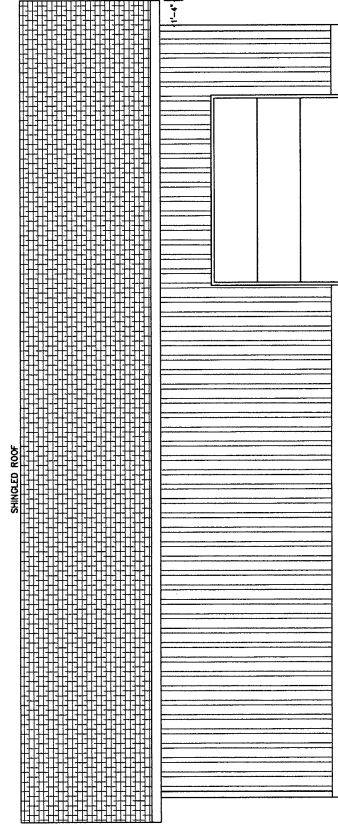
Chairperson, Grey Eagle Township Board, Michael A. Rohe

yes	from side prop line - 15'
no	from private road - 35'
yes	well - 3'





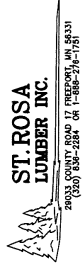
GABLE ELEVATION



EAVE ELEVATION



THESE PLANS, PREPARED BY ST. ROSA LUMBER INC., HAVE BEEN PREPARED BY ONE OF OUR
EXPERIENCED PROFESSIONALS. OUR WORK IS NOT TO BE USED AS A BASIS FOR ANY OTHER
CONSTRUCTION. ST. ROSA LUMBER INC. EXPRESSLY
DISCLAIMS ANY LIABILITY FOR ANY ERRORS OR OMISSIONS.



ST. ROSA LUMBER INC.
2003 COUNTY ROAD 17, PRESTON, MN 56331
(320) 836-2284 OR 1-888-376-1781

DATE
05/08/75

PROJECT NAME
JOE & ANNE WILLIAMS
14505 COTTONWOOD DR
BURTRUM, MN 56005
(651) 399-5950 - ME

SCALE
1/8" = 1'-0"

VERIFY
1240 SF

DRAWN BY
NICK FRIELER

A-2

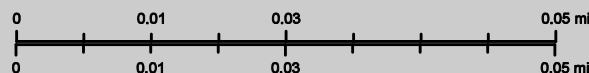


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, 2023



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

LetterLayout



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:
Thursday, June 5, 2025