

Planning Commission Meeting Minutes

January 8, 2026

Completed by: Sue Bertrand, P&Z Staff

Site visits for Taylor and First Creek by Adam Ossefoort and Roger Hendrickson on January 7th, 2026.

Meeting attended by board members: Chair Jim Pratt, Vice Chair Ken Hovet, Lloyd Graves, Roger Hendrickson, Andy Watland and Commissioner Tim Denny.

Staff members: Adam Ossefoort and Sue Bertrand

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

Jim called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited as a collective group.

Introduction of the staff and board members by Jim.

Jim stated there are changes to the agenda for this evening. Item number 2, Donniel Robinson withdrew her application and item number 5, Amendment to Article XII (Cannabis) in our Ordinance has been postponed to the February 5th, 2026 meeting.

Roger motioned to approve the agenda as amended. Ken seconded. Voice vote, no dissent heard. Motion carried.

Ken motioned to have December 4, 2025, meeting minutes approved as written. Lloyd seconded. Voice vote, no dissent heard. Motion carried.

AGENDA ITEM 1: Reorganization of the Board and Review Business Rules:

Roger motioned to keep Jim as Chair, seconded by Ken.

Roll Call Vote:

Board member	Vote (yes or no)
Ken Hovet	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Absent
Jim Pratt	NA

Motion carried.

Lloyd motioned to keep Ken as the Vice Chair, seconded by Roger.

Roll Call Vote:

Board member	Vote (yes or no)
Ken Hovet	NA
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Absent
Jim Pratt	Yes

Motion carried.

Roger made the motion to keep Business Rules as is. Seconded by Lloyd.
Roll Call Vote:

Board member	Vote (yes or no)
Ken Hovet	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Absent
Jim Pratt	Yes

Motion carried.

Andy Watland joined the meeting a bit late.

AGENDA ITEM 2: Donniel Robinson-Section 28, **Moran Township, Site Address:** 40324 County Rd 21, Browerville, MN 56438
PID: 19-0029102.

Donniel has withdrawn her application.

AGENDA ITEM 3: Richelle Taylor-Section 11, **Birchdale Township, Fuller Lake**
Site Address: 27740 County 98, Grey Eagle, MN 56336
PID: 03-0008202

1. Request to keep the Property as a Retreat, home will be rented to Youth Groups, Weddings, Clubs, and Churches. Request to amend condition #5 of CUP #20080512696 to increase the occupancy from 14 to 22 people in Natural Environment Shoreland Zoning District.

Richelle Taylor was present as the applicant.

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

Recommendation:

A motion to recommend approval to the County Board of Commissioners to allow continuation of the CUP with an amendment to condition #5 to allow for a total of 22 guests.

Correspondence received: None.

Public comment: None.

Board discussion:

On Site Report visit completed for Taylor site by Adam Ossefoort and Roger Hendrickson on January 7, 2026. Roger stated he can foresee no problems with adding people, lots of room, and she has a nice place there.

Ken asked to see photos of other structures. Ken asked you want to raise to 22 guests, why 22?

Adam stated there are other smaller sheds on the property, but he has no pictures.

Taylor stated it was originally used as 22, when she bought it, and she reduced it, by taking out a couple of twin beds. Really isn't changing at all, the original CUP of 14 was incorrect. The septic accommodates the original 22, as well.

Ken, how busy are you?

Taylor stated during the transition of ownership, business may have gone down some, but the summer, a lot of weekends, so, very busy in the summer, but Spring, Winter and Fall not so busy.

Andy asked how often do you see it being up to 22 people?

Taylor stated they have some family reunions, weddings with mostly adults and small kids for family get togethers at the lake. She has eight rooms with 8 queen beds, a couple have twin pull outs, and two twin beds upstairs for the kids.

Andy asked why 22 up from 14?

Taylor explained when she bought it, she understood it to be for 22 and did not know about the 14-guest limit listed on the original CUP paperwork, so, when she reapplied, she went with the 22.

Roger stated it used to house the clergy.

Lloyd added, the Bishop used to stay there.

Taylor stated she has kept the sanctuary like it was, still a sanctuary, added some little changes but mostly unchanged.

Roger motioned to approve with #5 amended to 22, seconded by Ken.

Recommendation:

A motion to recommend approval to the County Board of Commissioners to allow continuation of the CUP with an amendment to condition #5 to allow for a total of 22 guests.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Ken Hovet	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Jim Pratt	Yes

Motion carried. Jim noted the application will be presented to the County Board of Commissioners on January 20th, 2026.

AGENDA ITEM 4: First Creek Addition Plat, Robert & Judith Berscheid-Section 24, Birchdale

Township, Little Birch Lake

Site Address: 28449 County 2, Grey Eagle, MN 56336

PID: 03-0019400

1. Request to create a 6.47-acre, six lot plat in AF-1 and Recreational Development Shoreland.

Adam read through the staff report. This report may be viewed in full upon request at the Planning and Zoning office.

Recommendation:

A motion to recommend approval to the County Board of Commissioners with the following conditions:

Proposed Conditions:

1. New accesses from the township road shall be approved by the local township prior to installation.
2. Property owners must obtain appropriate permitting as necessary from other governmental agencies including but not limited to the Sauk River Watershed District.
3. Applicant must abide by all other applicable federal, state, and local standards.

Adam also read aloud the letter from Darren Hungness, with Interstate Engineering, and Loren Fellbaum, Todd County Public Works. These may be viewed in the staff report or at the Planning and Zoning office, upon request.

Correspondence: None. Only what was in the staff report.

Public comment: Julie Thies, 11221 Archer Dr. Curious if there is going to be a new road put in for the new people or is it going through her existing garden she has, with apple trees planted, and asked about lake access.

Adam stated, no new road proposed, but yes to driveway accesses, there is no access road to the lake, nor any access to go through someone's property to get to the lake. These are non-riparian lake lots.

Julie mentioned when she moved to the lake, she did not know she would be moving into a new development. Wasn't aware this is going to happen, with homes or pole barns, she is disappointed there will be homes and families, and no longer the country feel they have had across the road. She thought, maybe, some of that space could be used by lake lot owners for extra space for their toys and things or even extra garages.

Jackie Nelson stated she is on Archer Drive. Are there going to be any restrictions on the size of the structures? Hate to see a huge mansion overlooking her yard. Didn't want to look out her back yard and see these big structures.

Adam stated 35' height limit, cannot exceed 25% coverage of the lot space and roofed structures that cannot be more than 15% coverage, already in the ordinance.

Roger asked about the 18' cap.

Adam confirmed 18' if non-conforming.

Sean Nelson, 11289 Archer Drive, husband to Jackie. Wondering about the lots having access from Archer drive, they will be going across the easement area where people have gardens or for maneuvering their pontoon, current space they are already using to get out on the road. Hoping a frontage road may be put in so they could still use their elbow room. Neighbors asked about purchasing some of that land themselves, and if they could move the development back a little.

Jackie Nelson, is there a rule on how close they can build to the road?

Jim stated there is a setback.

Adam stated County and Twp roads with a 66' right of way have a twenty-foot setback from the edge of the right of way. So, the boxed in area on the map is the actual buildable area of each property.

Board discussion:

On Site Report visit for Berscheid completed by Adam Ossefoort and Roger Hendrickson on January 7, 2026. Roger stated it looks like a nice place. There are houses built along the lake and the road already exists, just add driveways, plenty of room in each lot to build. On the South end, that is State land and a swampy area, and actually, the cul-de-sac is on State land. The area to the north is pretty flat and not considered prime farmland. It looks like an ideal place. It looks like a nice area. No wetlands to give any problems to any of the lots. Roger made a motion to approve with the three stated conditions.

A member of the public wondered about the road right-of-way, and stated that is where they have their gardens.

Adam could not confirm the garden information.

Ken seconded Roger's motion.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
Ken Hovet	Yes
Roger Hendrickson	Yes
Lloyd Graves	Yes
Andy Watland	Yes
Jim Pratt	Yes

Motion carried. Jim noted the application will be presented to the County Board of Commissioners on January 20th, 2026.

Lloyd motioned to adjourn and Roger seconded. Voice vote, no dissention heard, motion carried and meeting adjourned at 6:35 PM.