

The following is the agenda for **Thursday, September 3rd, 2026 at 6:00pm**. The Todd County Planning Commission will hold a public hearing in the Commissioner's Boardroom, Historic Courthouse, 215 1st Ave South, Suite 301, Long Prairie.

NOTE: This meeting is 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 Planning Commission Members and process review.
- Approval of agenda
- Approval of August 6th, 2026 Planning Commission meeting minutes
- The applicant is introduced
 - Staff report
 - Applicant confirms if staff report accurately represents the request
 - Correspondence
 - Site Visit Review
 - Public comment
 - Board review with applicants, staff, and public

1. Gaylen Sandgren: Section 32, Long Prairie Township, Lashier Lake

Site Address: 23570 210th St., Long Prairie, MN 56347

PID: 18-0040001

1. Request to Rezone from Natural Environment Shoreland to Commercial Zoning District.

2. Kaylee Pratt: Section 19, Staples Township

Site Address: 47709 225th Ave., Staples, MN 56479

PID: 22-0018700

1. Request for CUP to expand an existing Greenhouse business by adding a second Greenhouse (30'x 40') in AF-1 Zoning District.

3. Douglas Raber: Section 20, Ward Township

Site Address: 35071 245th Ave., Browerville, MN 56438

PID: 26-0019301

1. Request for CUP for the Manufacture of Poly lawn furniture in AF-2 Zoning District.

4. Wayne Swart: Section 01, Ward Township, Turtle Lake

Site Address: 38706 281st Ave., Browerville, MN 56438

PID: 26-0000100

1. Request for CUP for Mini Storage in Natural Environment Shoreland Zoning District.

5. Mose Miller: Section 33, Eagle Valley Township

Site Address: 33223 County Road 11, Clarissa, MN 56440

PID: 07-0039400

1. Request for CUP for Temporary Family Housing in AF-2 Zoning District.

6. Proposed Amendment to Section 9.04 Prohibited Structures, of the Todd County Planning and Zoning Ordinance.

7. Proposed Amendment to Section 9.22, Riparian Protection, of the Todd County Planning and Zoning Ordinance.

8. Proposed Amendment to the Todd County Planning and Zoning Ordinance to create Section 9.24 – Data Centers.

Adjournment –

Next meeting: October 1st, 2026

Planning Commission Meeting Minutes

August 6, 2026

Completed by: Sue Bertrand, P&Z Staff

Site visits completed by Adam Ossefoort and Jim Pratt on 7/30/2026.

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

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.

Ken motioned to have July 2nd, 2026, meeting minutes approved. Roger seconded, voice vote, no dissent heard. Motion carried.

Jim stated the Brichacek application has been withdrawn. Roger motioned to have the agenda approved as amended. Andy seconded, voice vote, no dissent heard. Motion carried.

AGENDA ITEM 1: John U. Gingerich: Section 04, Iona Township, Site Address: 32404 185th Ave., Clarissa, MN 56440 PID: 13-0003502

1. Request CUP for temporary Family Housing in AF-1 Zoning District.

John was present as the applicant.

Staff Findings: Adam read through the new information that was added to the staff report. This report is available for viewing upon request in the Planning & Zoning Office. He noted there is potential greywater discharge still on the site and showed a photo supporting that.

Recommendation:

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

Proposed Conditions: Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.

1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.
2. Existing outhouse shall be abandoned and filled prior to land use permitting.
3. Applicant shall provide a septic application or maintenance agreement to Todd County prior to issuance of land use permits.
4. Applicant shall provide plans for greywater discharge prior to land use permits.
5. All land use permits shall be paid at 2x after the fact rates.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Correspondence received: None

Public comment: None

Board discussion:

On Site Visit Report by: Andy from last meeting and did not have anything to add but supported the proposed conditions to properly address the septic system issues.

Jim asked John if he was staying with the temporary port-o-potty for the temporary housing situation?

John, yes, temporary house only, and will use the non-conforming outhouse for a woodshed.

Adam stated he had no issues with that, providing the tank that is under the woodshed be pumped and backfilled to be properly abandoned. He must figure out a solution for the grey water discharge. If it is hand carried in and hand carried out, it does not have to follow State MN 7080 rules, and must revert to certified primitive dwelling.

Andy, he could install his own system, but a holding tank must be certified by the state and the design approved by a licensed designer for the type of use it is intended.

Adam reminded all he is looking for is a temporary solution for a temporary house. Where the house is sitting, it is too far from the existing system and uphill to connect. We will require a copy of the maintenance agreement or if they pump the port-o-potty on their own, there is a standard to treat the waste before land applying it. There are options to properly maintain that outhouse. We will hold back any permits for the house until the grey water system is resolved.

Andy asked about how the grey water is being treated now.

Adam showed the photo of an extended pipe now and explained it is still unacceptable. It cannot be surface discharge at a point source like it is.

Ken asked what the solutions were for the grey water?

Adam stated, you can do a holding tank, a full septic system, or if it is hand carried, with no indoor plumbing and hand carried out, it is not required to follow the 7080 rules. So long as they are not dumping in the same spot all the time, and not dumping into the creek or lake etc. He did reach out to the MPCA today, to confirm some of these things.

Lloyd, that extended pipe would freeze up in the winter anyway.

Jim, the hand carrier might too. Jim added, if they hand carry, then there can be no indoor plumbing.

Adam, correct, they would have to sign a "primitive dwelling certification" form showing there is no plumbing or electricity. Then they are exempt from 7080 MN septic rules.

Jim stated the conditions cover everything.

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

1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.
2. Existing outhouse shall be abandoned and filled prior to land use permitting.
3. Applicant shall provide a septic application or maintenance agreement to Todd County prior to issuance of land use permits.
4. Applicant shall provide plans for greywater discharge prior to land use permits.
5. All land use permits shall be paid at 2x after the fact rates.
6. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

Board member	Vote (yes or no)
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 August 18th, 2026.

AGENDA ITEM 2: Tom Brichacek -Section 21 and 22, **Moran Township, Site Address:** 40919 County 21, Browerville, MN 56438 **PID:** 19-0021700 & 19-0022300

1. Request for CUP to expand an existing cabinet business with an office and manufacturing space addition.

This application has been withdrawn.

AGENDA ITEM 3: Allied Dairy LLP: Sections 27 & 28, **West Union Township, Site Address:** 14244 Stearns Line Rd., Sauk Centre, MN 56378 **PID:** 27-0021000 & 27-0021601

1. Request for CUP to expand an existing feedlot from 1471.7 animal units to 2471.3 animal units

Annie Vannurden was present as the applicant.

Staff Findings: Adam reviewed the staff report. This report may be viewed in full, upon request at the Planning and Zoning office.

Additional Notes:

As proposed, the manure storage structures will meet the 300' setback to all property boundaries. Email received from Mark Anderson on 7/31/2026 related to a water appropriations permit. A permit amendment will be needed for the increased water use.

Recommendation:

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

Proposed Conditions:

1. Applicant must obtain NPDES permitting prior to issuance of land use permits.
2. Applicant must obtain MN DNR waters withdrawal permitting and provide verification of permitting to Todd County.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.
4. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units.
5. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge.
6. Applicant shall maintain and adhere to updated Manure Management Plans, setback maps, soil sampling, and manure analysis, as required by MPCA Feedlot Rules. Manure management records shall be made available to Todd County upon request.
7. Applicant must abide by all other applicable federal, state, and local standards.
8. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

Correspondence received: None

Public comment: None.

Board discussion:

Adam added one more comment: In his e-mail correspondence with the hydrologist, he had said he was not aware of any ground water issues that would be a problem for them getting to 17,000,000 gallons a year.

Site visit by Jim and stated they are right on the County Road with plenty of room for expansion, a good spot to do it.

Roger asked if this part of Union Dairy, Stearns County?

Annie stated, yes, it is a part of Union Dairy. Which is their dry cow facility. There is actually no feed storage there, they share the feed storage area with Union Dairy a couple miles away from them. A couple loads a day and with the expansion probably three loads a day.

Roger confirmed they must have signed agreements for manure application?

Annie, yes, they have around 300 acres. They have neighbors to secure their corn silage and alfalfa needs. She stated they are unable to supply all of the neighbors who need their manure. Good neighbor support so far. Adam stated they submitted a copy of the MPCA manure management plan to us already.

Roger stated he noticed a little creek, where does that go to?

Andy, does it need any extra vegetative buffer?

Adam stated the manure storage is 300 feet away. If you are surface applying, there are setbacks and the setbacks are different if there is a buffer.

Ken mentioned he sees almost five acres in calf huts. Do you raise all of your replacement heifers?

Annie, actually they raise all of their beef calves at this facility. They send all of their replacement heifers to their feedlot in Laken Kansas, where her brother is running that site.

Ken asked how many of your calves are heifers?

Annie, less than half. We are really pushing on beef for dairy cross because the market is telling us to. They use beef male sex semen. They try to focus on getting their replacement animals out of their springing heifers down in Kansas, so the baby heifer calf is born in Kansas and she stays in Kansas. The mature cows in Minnesota, mostly are bred to beef so the baby calves do not have to get on the trailer and go down there.

Andy, but you do have to ship mature lactating cows back up here?

Annie, yes eventually, but they are able to keep a chunk of them down there as they milk about 3,000 cows at the site.

Adam, to answer Roger's question, that stream that runs behind it connects to Ashly creek

Andy, the hydrologist stated he does not foresee any problems with proposed water usage, but according to current permit, they do not have enough gallons?

Adam, right, they will need to apply for an amendment to the existing permit.

Annie stated they just finished up the new well at the dry location that fall, finalized in Feb. of '26.

Andy, by default, to meet the MN hydrology rules, must get that permit.

Adam agreed and stated we get the copies of the NPDES permit before we issue permits to add animal units.

Annie asked about condition #3, we have to give you notice before pumping and hauling and applying of manure every time from now on?

Adam, yes, and explained the exemption from standard for air quality during the time frame of applying manure.

Ken motioned to recommend approval, Andy seconded with the proposed eight conditions.

Proposed Conditions:

1. Applicant must obtain NPDES permitting prior to issuance of land use permits.

2. Applicant must obtain MN DNR waters withdrawal permitting and provide verification of permitting to Todd County.
3. Air quality exemption notices shall be provided to Todd County prior to all future manure application events.
4. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units.
5. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge.
6. Applicant shall maintain and adhere to updated Manure Management Plans, setback maps, soil sampling, and manure analysis, as required by MPCA Feedlot Rules. Manure management records shall be made available to Todd County upon request.
7. Applicant must abide by all other applicable federal, state, and local standards.
8. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.

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 proposed will be presented to the County Board of Commissioners on August 18, 2026.

AGENDA ITEM 4: Yvonne Christensen: Section 36, Gordon Township, Site Address: 16777 Co. 4, Osakis, MN 56360 PID: 10-0033400

1. Request for CUP for temporary Family Housing in AF-1 Zoning District.

Staff Findings: Adam reviewed the staff report. This report may be viewed in full, upon request at the Planning and Zoning office.

Proposed Conditions if approved:

1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.

Correspondence received: None

Public comment: None.

Board discussion:

On Site Visit Report was given by Jim Pratt. This report may be viewed in full upon request at the Planning and Zoning office. Jim stated it is a good spot for a second home. When you drive by, you don't even know it is there. He asked if they are using existing well?

Yvonne, yes, but putting a new septic system in.

Andy, built on site?

Yvonne, yes. Post frame house, inside finished for a residence.

Andy, for immediate family?

Yvonne yes, they are not getting any younger and when they pass on she will keep the property. She will stay there now, while they are here.

Andy, so they must remove that facility when not being used?

Adam, yes. Just does not allow it to be subdivided, sold or used as a rental property.

Yvonne stated Jamie informed her the old home may be removed when the time comes when the second dwelling is not needed.

Roger motioned to recommend approval, Lloyd seconded with the one proposed condition.

1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.

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 proposed will be presented to the County Board of Commissioners on August 18, 2026.

AGENDA ITEM 5: John Kessler & Jessie A. Kessler Jacobson, “Kessler’s Bay Addition”: Section 22, **Kandota Township, Site Address:** 11264 US 71, Sauk Centre, MN 56378 **PID:** 14-0025200

1. Request to create a two-lot Plat in Recreational Development Shoreland Zoning District.

John Jr. was present as the applicant.

Staff Findings: Adam reviewed the staff report. This report may be viewed fully 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. Establishment of a 50’ drainage easement across lot 1 to protect the natural drainage area.
2. No new accesses shall be allowed for access from US Highway 71.

3. Establishment of an access easement across lot 1 for access to lot 2.
4. Applicant shall abide by all other applicable federal, state, and local standards.

John confirmed the staff report was accurate.

Correspondence received: None

Public comment: None.

Board discussion:

Ken asked how big are the two lots?

Adam is lot 1 is 1.8 acres and lot two 1.85 acres

Adam showed on the survey the steep slope area, the lake setback, the natural drainage area, all within the setback to the lake already.

John explained all 71 ditch water from the North goes through there as there is no culvert.

Roger stated it has been that way forever.

Adam stated he noticed condition #4 as it was not needed and removed it. He added, it is very likely they will not grant another access, so an access easement would be needed.

John was quite all right with that. Asked about the 50' easement.

Adam explained that easement would be recorded to the property and there would be no building or anything that prevents blocking it in the future. If you need to build a driveway across or something, we could work with you on that.

Jim stated you can tell it is where the water flows through naturally, but it is not cutting a gully or anything.

John, there is a large culvert that takes drainage from the West side of 71 down into the wetland that used to be a very heavy running creek that took water all the way from Fairy Lake, the rest would be coming through that drainage area from three farms, but that was when he was a kid, but things have all dried up now. There is a culvert under 71 for that.

Andy, for any building construction that takes place, we should make sure there is not sediment discharge into the lake and to maintain the natural vegetation through the flow area. Stays protected.

John for the stuff that comes across the swale across his yard it is four houses to the North.

Adam asked if they would like to see: no, vegetative changes within the drainage easement?

Andy, that is what protects that lake and it is good, in case they sell, it is the mechanism that is filtering the water.

Roger motioned to recommend approval, Ken seconded with the proposed amended four conditions.

Proposed Conditions:

1. Establishment of a 50' drainage easement across lot 1 to protect the natural drainage area.
2. No new accesses shall be allowed for access from US Highway 71.
3. There shall be no vegetative alterations within the drainage easement.
4. Applicant shall abide by all other applicable federal, state, and local standards.

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 proposed will be presented to the County Board of Commissioners on August 18, 2026.

AGENDA ITEM 6: Proposed Amendment to Section 9.04 Prohibited Structures, of the Todd County Planning and Zoning Ordinance.

Adam explained the background. We get requests to have cargo containers in all the zones all of the time. People love them, they are readily available, they are cheap and highly secure and the public has even brought their plea to the commissioners. He pointed out his draft language still limits two per parcel, providing they are meeting all setbacks. Being these other districts are more residential in nature, felt we should adopt a few standards, like part c: free of lettering and advertisements. Painted in uniform (earth tone colors) and placed in least visible from public waters. This would be the starting point.

Ken stated the requests are more for storage units than residences.

Adam, correct. The State has required specific stamps and certifications the cargo containers must have to be used for "human habitation" to live in and the one request changed their mind after further consideration. So, for now, they may only be used for storage units.

Public comment:

Larry Bebus, lives in Birchdale Township, has had numerous complaints about cargo containers. They are popping up all over and he is not sure how many people are getting permits for them. In his mind it would be good to accept the change of wording to allow the cargo containers in all zoning districts.

Correspondence: Yes, which Adam read aloud from Eric Peterson, in support of cargo containers with aesthetic standards. This letter may be viewed fully upon request at the Planning and Zoning office. Adam also passed

around to the board the photos Eric had enclosed of his personal cargo container, painted to match existing structures on his lot.

Board discussion:

Adam stated he had reached out to Stearns and Douglas Counties, and they allow just like other buildings.

Jim suggested aesthetics across the board, not just the new zones.

Andy, he is not particularly fond of them and would like to see it across the board. White picket fence is beautiful unless dilapidated.

Jim and Ken painted in earthtone.

After the fact fee discussion on unpermitted structures. Adam explained how the after the fact fees have been implemented in the past and how they are implemented now.

Ken moved to table until next month, Roger seconded.

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 to table.

Adam drew attention to DATA Center information he had passed out to review it and discuss it next time. Ken suggested the wording be storage/cargo containers in the notice instead of prohibited structures, as we may get more input from the public.

Roger motioned to adjourn and Lloyd seconded. Voice vote to adjourn the February Planning Commission Meeting, no dissention heard, motion carried and meeting adjourned at 7:23 PM.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

PLANNING & ZONING

215 1st Avenue South, Suite 103

Long Prairie, MN 56347

Phone: 320-732-4420 Fax: 320-732-4803

Email: ToddPlan.Zone@Co.Todd.MN.US

APPLICATION FOR REZONING

Applicant Geylen Sandgren Mailing Address 23520 210th St

Site Address 23520 210th St

Phone Number

Property Owners Name & Address (if not applicant) _____

Parcel ID(s) 18-0040201 Township Long Prairie

Land is currently zoned: AF-1 / AF-2 / R-2 / R-10 / Comm. / LM-I / Shoreland

If Shoreland list Lake/ River: Lashuer

Zone requested: AF-1 / AF-2 / R-2 / R-10 / Comm. / LM-I / Shoreland

Full and Current Legal Description(s) _____

Current tax statement or other proof of ownership attached? X Yes No

Reason for Rezoning Request _____

To restore the original zoning designation

Received
AUG 07 2026
Todd County Planning
& Zoning

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

Yes X No _____ Date of the meeting: 5 / 11 / 26

*Reviewed
7/8/26
HO*

Optional Township Board Signature

Board Position

Aerial photo or survey showing land to be rezoned must be attached.

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

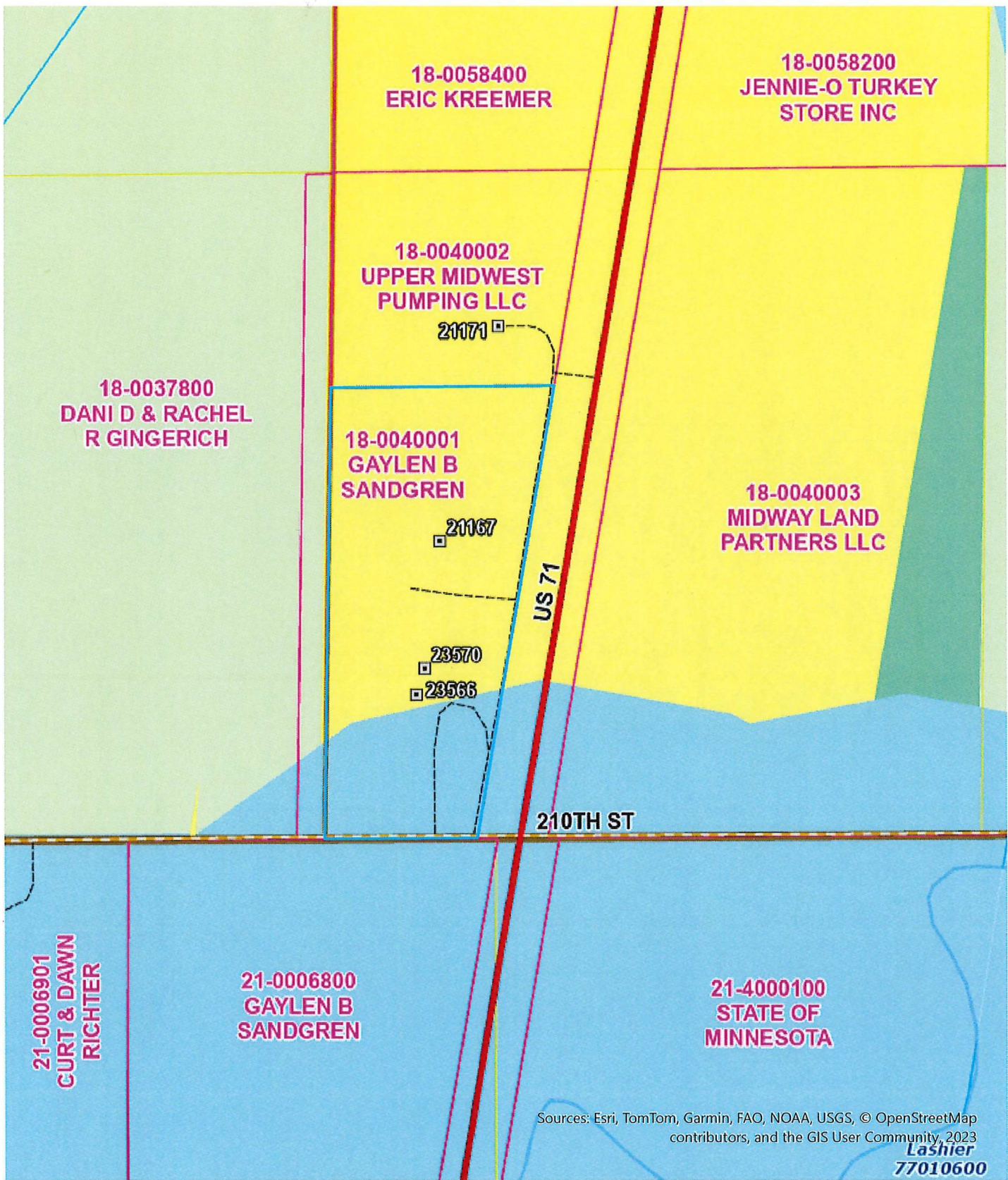
Applicant Name Printed

Signature

Date

Gaylen Sandgren
Property Owner Name Printed

Gaylen Sandgren 8/7/26
Signature (If different than applicant) Date

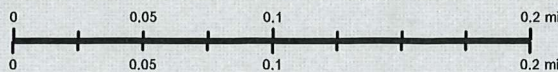


Todd County
MINNESOTA



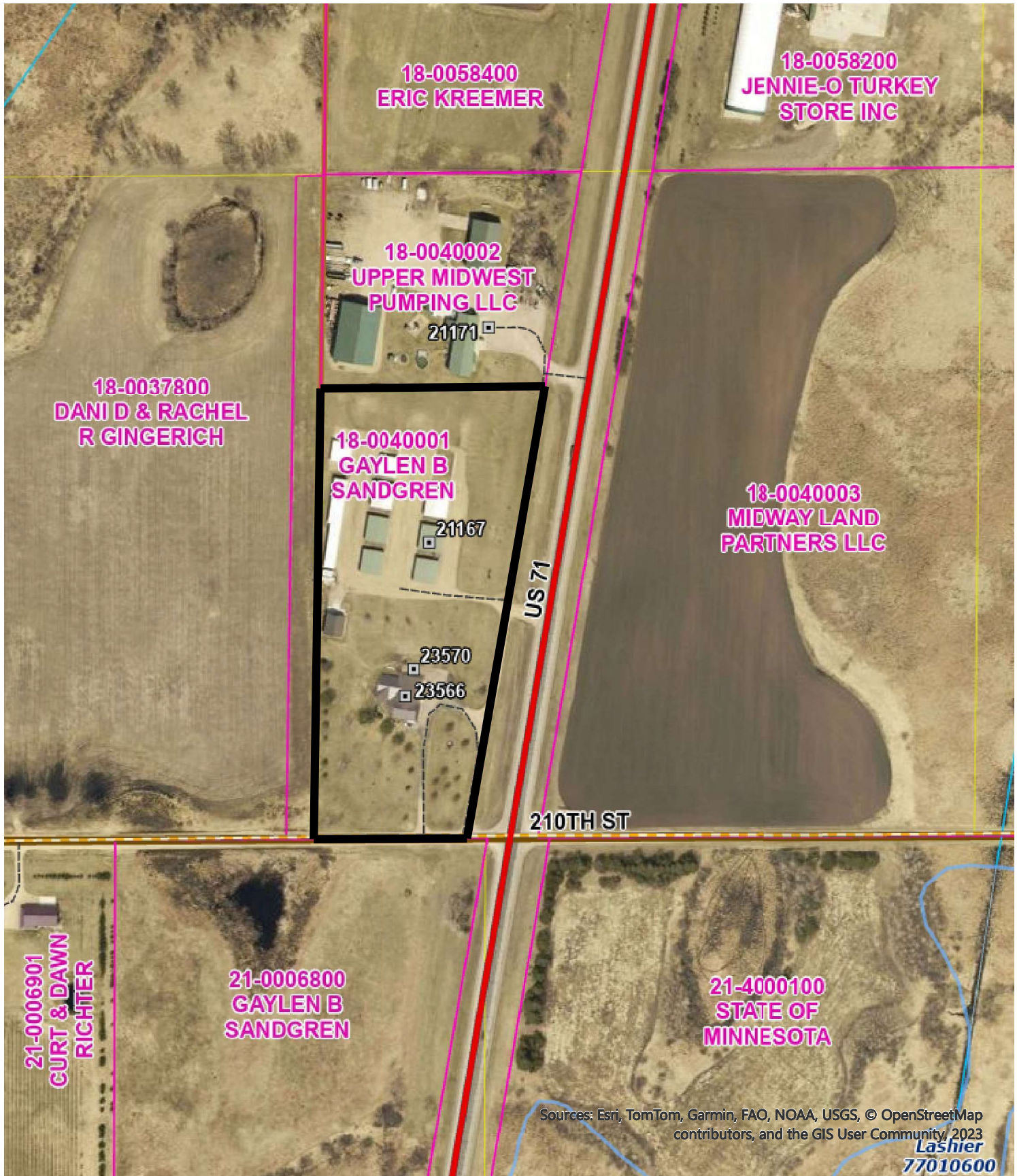
Todd County GIS
215 1st Ave S, Ste 102
Long Prairie, MN 56347
(Office) 320-732-4248

GIS Site Map



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, May 13, 2026

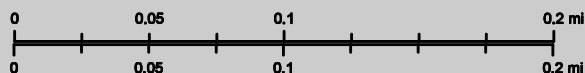


Todd County
MINNESOTA



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

GIS Site Map



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, May 13, 2020



WHERE THE FOREST MEETS THE PRAIRIE

Todd County
MINNESOTA • EST. 1855

PLANNING & ZONING

215 1st Avenue South, Suite 103

Long Prairie, MN 56347

Phone: 320-732-4420 Fax: 320-732-4803

Email: ToddPlan.Zone@Co.Todd.MN.US

Received

AUG 12 2026

Todd County Planning
& Zoning

CONDITIONAL USE PERMIT APPLICATION

Applicant Kaylee Pratt Mailing Address Same as Site

Site Address 47709 225th Ave Staples, MN 56479

Phone Number

Property Owner Name & Address (if not applicant)

Parcel ID(s) 22-0018700 Township Staples Lake/River Name

Zoning District (circle one): AF-1; AF2; R-2; R-10; UG; RT; Comm; L-M; or Shoreland.

Full and Current Legal Description(s) S 1/2 of NW 1/4 Section 19 Staples Township
(attach if necessary)

Current tax statement or other proof of ownership attached ☒ yes () no

Measurement of land involved: Width 35 ft Length 45 ft Acres

Septic System: Date installed 2017 Date of latest Compliance Inspection 07/08/2024

Is an upgrade needed: () yes ☒ no

Site accessed by: ☒ public road () easement

If easement, is the easement legally recorded? () yes () no

Detailed Explanation of Request:

Amendment to Current CUP to place an additional
greenhouse on the property to expand operations
Greenhouse # 2 would be 30ft x 40ft located SW of
existing Greenhouse and South of Garage.

Did you meet with the Township Board to present the Application for Conditional Use Permit?

Yes ☒ No Date of the meeting: 08 / 10 / 2026

[Signature]
Optional Township Board Signature

[Signature]
Board Position

Will the request create an excessive burden on the existing roads or other utilities? **Explain**

This additional Structure will not Create a burden
on the 5 ton Road or Strain on the 200 amp Service we have.

Is the requested use compatible with the surrounding properties? **Explain**

This request is Compatible as a greenhouse is allowed in Ag
Zoning, and we currently hold a 2024 approved CUP.

Could the use significantly depreciate near-by properties? **Explain**

This will not depreciate any properties, I will in turn
increase property Values.

Will the structure and the use have an appearance that will not have an adverse effect on near-by properties? **Explain**

It will not have an adverse effect. It will be well kept
and maintained. It will fit in with Existing Buildings.

Will the requested use create an adverse affect on near-by properties because of noise, odor, glare, hours of operation, or general unsightliness? **Explain**

It will not have an adverse effect. NO noise, NO glare as
Structure is mainly plastic. Day time hours of operation.

RETURN APPLICATION, SITE PLAN, SEWER INFORMATION AND ANY ADDITION
INFORMATION, AND FEE TO:

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

Fee: \$600.00 or After-the-Fact Fee: \$1,200.00 payable to "Todd County"

Only complete applications may be placed on an agenda

****A PARCEL IN JOINT OWNERSHIP MUST PROVIDE WRITTEN SIGNATURE OF ALL OWNERS****

Kaylee Pratt
Applicant Name Printed

Kaylee Pratt
Signature

6/18/2026
Date

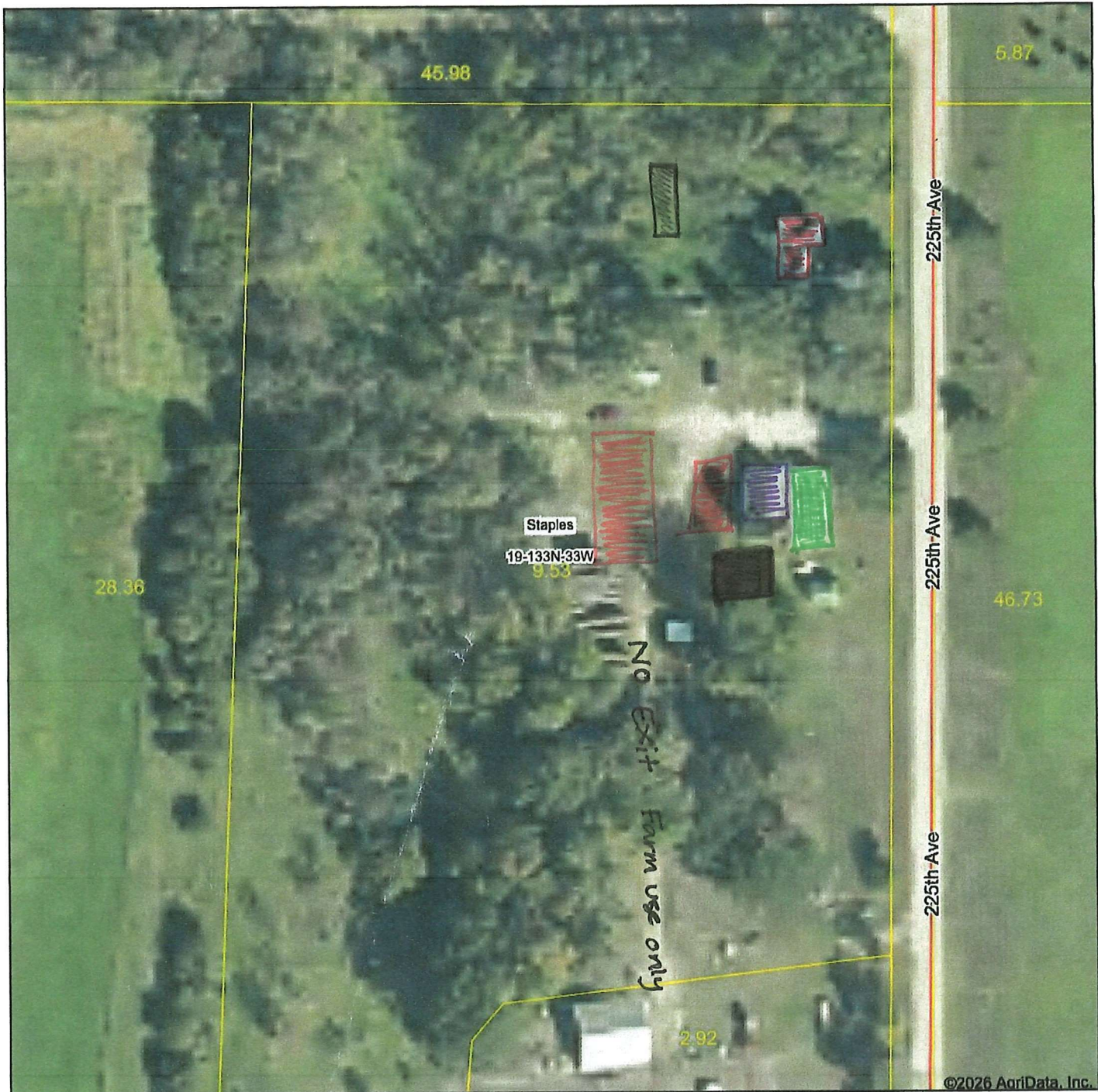
Derek Pratt
Property Owner Name Printed

Derek Pratt
Signature (If different than applicant)

6/18/26
Date

A Conditional Use Permit expires and is considered invalid unless they are substantially completed within thirty-six months of the date the CUP is granted by the County Board (Section 5.05(N) of the County Zoning Ordinance).

Aerial Map



Map Center: 46° 19' 15.09, -94° 53' 41.62

0ft 96ft 192ft



Maps Provided By:



© AgriData, Inc. 2025

www.AgriDataInc.com

Field borders provided by Farm Service Agency as of 5/21/2008.

19-133N-33W
Todd County
Minnesota



6/17/2026

Map Key

Septic

Instillation : 2017

Inspection: 07/08/2024

Location : West of House

House

Setback: 36'

Location: Northeast Corner of Property

Garage

Setback: 65'

Size: 20' x 28'

Location: South of driveway

Greenhouse #1

Setback: 36'

Size: 21' x 48'

Parking

Location: West of Garage Either Side of driveway.

Size: 10+ Cars each Side.

* Greenhouse #2 *

Size: 30' x 40'

Location: South of Garage

Setback: 65' - 70'



Sweet P's Nursery

06.15.2024

Kaylee Pratt

Sweet P's Nursery

47709 225th Ave,

Staples, MN 56479

Overview

This form serves as a formal business proposal to establish Sweet P's Nursery as a family owned business located at 47709 225th Ave Staples, MN 56479. Sweet P's will serve the community as a local greenhouse with sales of indoor and outdoor plants of annuals, perennials, and garden vegetables. Within this proposal the following item details will be provided; Federal EIN, MN Tax ID, Hours of operation, Employee(s), Fertilizer Storage and Waste Disposal, Signage, Conditional Use Application, a Detailed Site Plan and other supporting documents.

FEIN/MN Tax ID

1. Federal Employer Identification Number: **99-3571153**
2. Minnesota Tax Identification Number: **9579727**

Hours of Operation

Monday - Friday: 10am -7pm

Saturday: 10am- 2pm

Sunday: Closed

Employee(s)

Currently there will not be any employees, it will be family run. In the future there could be 1-3 non-family employees.

Fertilizer Storage and Waste Disposal

I. Storage

All fertilizers utilized will be kept in covered rubber totes/containers.

- a. There will not be any Pesticide or Chemical usage.

II. Disposal

All waste soil and plant materials will be composted in a composting machine and stored for future use or spread on pasture/crop land on our property.

Signage

The Minnesota State Highway Department will be contacted upon approval to have a business sign placed on HWY 210, north of the property for advertisement. There will be a 4'X4' sign mounted to a permanent wood sign arch at the end of the property's driveway to the east of the greenhouse.

Conditional Use, Site Plan, and Supporting Documents

See attached Conditional Use application, detailed aerial view of the property with the location of the Greenhouse and current buildings, Greenhouse dimensions/schematics, as well as a current Minnesota Agriculture Education Teaching License. A Minnesota Nursery License will be applied for upon approval of this proposal.

State of Minnesota

EDUCATOR LICENSE



Issued to: **KAYLEE MARIE PRATT**
File Folder Number: **1005828**

Issuance date: **09/21/2023**
Serial Number:

License	Licensure Field	Student Level	Expiration Date
----------------	------------------------	----------------------	------------------------

An application to renew a license may be submitted after January 1 in the year of expiration. You are responsible for the following renewal conditions even if you do not teach in this licensure period. Licensing information is available at <http://mn.gov/pelsb>.

Teaching

Tier 4	Agricultural Education	5-12	06/30/2028
Tier 4	Teacher Coordinator Work Based Learning	9-12	06/30/2028

Applies to all (Teaching)

If you have been or are currently employed by a Minnesota school district, renewal of this license will require completion of 125 clock hours verified by the district's local continuing education committee.

If you are currently residing in Minnesota but have never been employed by a Minnesota school district, renewal of this license will require completion of 125 clock hours verified and approved by your local school district's continuing education committee.

If you do not live in Minnesota and have never been employed in Minnesota, you may renew your license by submitting an official transcript verifying 12 quarter or 8 semester credits in the licensure area(s) or in general education courses.

These credits must have been earned within the five year period immediately preceding the renewal.

All of the renewal options indicated above must include the specific professional development requirements in rules that are in effect at the time of renewal.

Note: It is the responsibility of the license holder to examine the license for accuracy. Please contact PELSB within 30 days of the issue date if you believe this license contains any errors or omissions. License requirements are subject to change. The licensed professional is responsible for knowing current and revised regulations. It is the responsibility of the license holder to obtain and maintain a valid and appropriate Minnesota licensure to practice in this state.

PELSB
1021 Bandana Blvd. E., Suite 222,
Saint Paul, MN 55108-5111



Date of this notice: 06-18-2024

[REDACTED]

Form: SS-4

Number of this notice: CP 575 G

[REDACTED]

KAYLEE PRATT
SWEET PS NURSERY
47709 225TH AVE
STAPLES, MN 56479

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you [REDACTED] This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call [REDACTED] or visit your local IRS office.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.
- * Provide future officers of your organization with a copy of this notice.

Your name control associated with this [REDACTED] You will need to provide this information along with your EIN, if you file your returns electronically.

Safeguard your EIN by referring to Publication 4557, Safeguarding Taxpayer Data: A Guide for Your Business.

You can get any of the forms or publications mentioned in this letter by visiting our website at www.irs.gov/forms-pubs or by calling [REDACTED]

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter.

Thank you for your cooperation.

Keep this part for your records.

CP 575 G (Rev. 7-2007)

INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023
[REDACTED]

KAYLEE PRATT
SWEET PS NURSERY
47709 225TH AVE
STAPLES, MN 56479

Legal name KAYLEE M PRATT
DBA SWEET P'S NURSERY

Business Address:

Address 47709 225TH AVE
Address (continued)
City STAPLES
State MN
ZIP Code 56479-5082

Contact Information:

Contact Name KAYLEE PRATT
Telephone Number
Alternate Number
Fax Number
Primary E-mail
Alternate E-mail
Alternate E-mail
Website Address

Tax Year Ending Month December
State of Incorporation
Date of Incorporation

NAICS Codes:

First NAICS Greenhouse, Nursery, and Floriculture
Second NAICS
Third NAICS
Fourth NAICS

Owners, Officers, Personal Representatives, or Business Owners:

Officer/Business Name

08-30-2024 at 4:08 PM
KIMBERLY BOSL
TODD COUNTY RECORDER
Long Prairie, MN
Fee Amount: \$46.00

Return via MAIL:
TODD COUNTY PLANNING & ZONING
1411 1ST AVE S #103
LONG PRAIRIE, MN 56347

CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Kaylee M. Pratt
Mailing Address: 47709 225th Avenue
Staples, MN 56479

Property Owner: Derek C. & Kaylee M. Pratt
Mailing Address: 47709 225th Avenue
Staples, MN 56479

Site Address: 47709 225th Avenue, Staples, MN 56479 **Parcel Number:** 22-0018700

REQUEST:

1. Request to establish: "Sweet P's Nursery" as a family owned greenhouse business in AF-1 Zoning.

The above entitled matter was heard before the Todd County Planning Commission on the 1st day of August, 2024 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

See Exhibit "A"

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2024-015 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. The greenhouse operator must provide adequate off-street parking for all greenhouse traffic. No parking will be allowed within the road right of way.
2. No loading or unloading of materials will be allowed within the road right of way.
3. The business is restricted to construction of a single greenhouse as proposed. Construction of additional greenhouses or expansion to an existing greenhouse will require review by the Planning Commission.

CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA COUNTY OF TODD

In The Matter of: Kaylee M. Pratt
Mailing Address: 47709 225th Avenue
Staples, MN 56479

Property Owner: Derek C. & Kaylee M. Pratt
Mailing Address: 47709 225th Avenue
Staples, MN 56479

Site Address: 47709 225th Avenue, Staples, MN 56479 **Parcel Number:** 22-0018700

REQUEST:

1. Request to establish: "Sweet P's Nursery" as a family owned greenhouse business in AF-1 Zoning.

The above entitled matter was heard before the Todd County Planning Commission on the 1st day of August, 2024 on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property:

See Exhibit "A"

Record this document in: X abstract records torrens records.

IT IS ORDERED that the Conditional Use # CUP-2024-015 be (granted, ~~denied~~) as upon the following conditions, changes or reasons:

1. The greenhouse operator must provide adequate off-street parking for all greenhouse traffic. No parking will be allowed within the road right of way.
2. No loading or unloading of materials will be allowed within the road right of way.
3. The business is restricted to construction of a single greenhouse as proposed. Construction of additional greenhouses or expansion to an existing greenhouse will require review by the Planning Commission.

4. Business signage must abide by the Home-Based Business requirements, Section 9.15 of the Todd County Planning and Zoning Ordinance. Placement of signage within the road right of way shall require approval from the road authority.
5. Applicant must obtain additional permitting and/or licensing from additional government agencies as necessary.

Barb Becker
Todd County Board of Commissioners
Barb Becker, Chairperson

8-20-24
Date

**STATE OF MINNESOTA
COUNTY OF TODD

OFFICE OF TODD COUNTY
PLANNING & ZONING OFFICE**

I, Adam R. Ossefoort Todd County Planning & Zoning Director, County of Todd with and in for said County, do hereby certify that I have compared the foregoing copy and order (granting, ~~denying~~) a Conditional Use with the original record thereof preserved in my office, and have found the same to be correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, MN in the County of Todd on the 30th day of August, 2024.

Adam R. Ossefoort
Adam R. Ossefoort, Todd County Planning and Zoning Director

Drafted by: Sue Bertrand
Planning and Zoning Staff

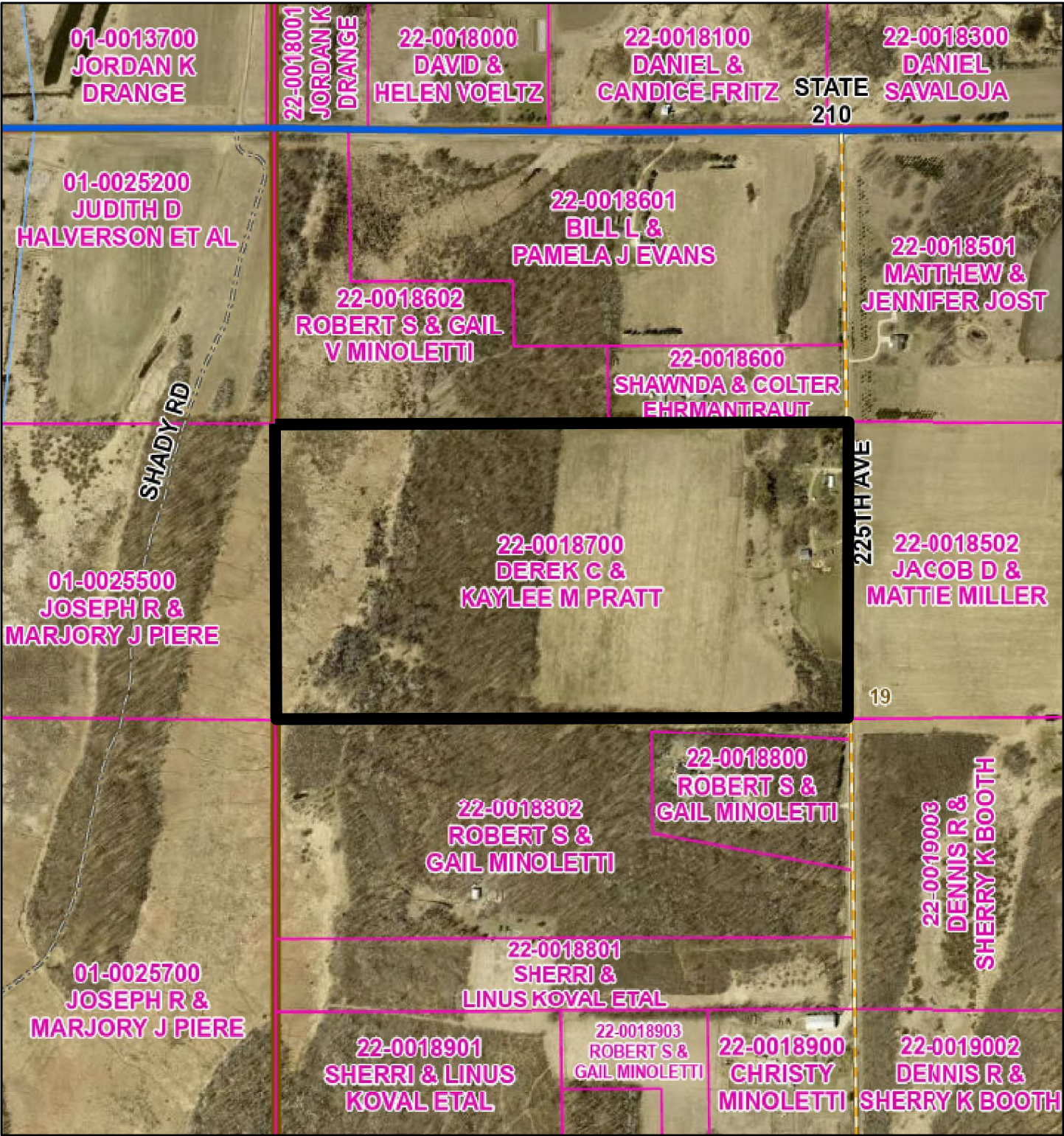
This form mailed to applicant: 9/16/2024
Date

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 5.05M Todd County Ordinance.

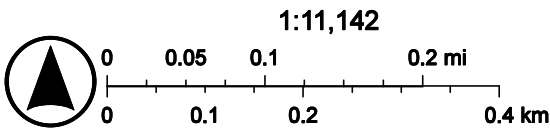
EXHIBIT "A"

The S 1/2 of the NW 1/4 of Section 19, Township 133, Range 33, Todd County, Minnesota.

Site Map



8/11/2026, 1:08:57 PM





WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

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

Receipt # 2026-0441

Received

AUG 12 2026

CONDITIONAL USE PERMIT APPLICATION

Todd County Planning
& Zoning

Applicant DOUGLAS RABER Mailing Address 35071 245th AVE Browerville, MN 56438

Site Address 35071 245th AVE. BROWERVILLE, MN 56438

Phone Number [REDACTED] E-Mail Address backyard furniture @daystar.io

Property Owners Name & Address (if not applicant) ANDREW + Lucy McDowell
26129 294th St. Browerville, MN 56438

Parcel ID(s) 26-0019301 Township WARD Lake/River Name Long Prairie

Zoning District (circle one): AF-1; (AF2) R-2; R-10; UG; RT; Comm; L-M; or Shoreland.

Full and Current Legal Description(s) see attached
(attach if necessary) 20131/33

Current tax statement or other proof of ownership attached ☒ yes () no

Measurement of land involved: Width 200' Length 300' Acres

Septic System: Date installed Date of latest Compliance Inspection

Is an upgrade needed: ☒ yes () no * Design pd.

Site accessed by: ☒ public road () easement

If easement, is the easement legally recorded? () yes () no

Detailed Explanation of Request:

Manufacture of poly lawn furniture for wholesale only.
No employees expected outside of immediate family members.

Did you meet with the Township Board to present the Application for Conditional Use Permit?

Yes ☒ No Date of the meeting: 9 / 20 / 26

met on site
Dave Nagels
Optional Township Board Signature

Chairman
Board Position

Will the request create an excessive burden on the existing roads or other utilities? **Explain**

No. Traffic should be minimal

Is the requested use compatible with the surrounding properties? **Explain**

Yes. No interference

Could the use significantly depreciate near-by properties? **Explain**

No. Near-by properties should not be affected other than during normal business hours with normal activities expected from neighbors.

Will the structure and the use have an appearance that will not have an adverse effect on near-by properties? **Explain**

Yes. New shop w/ metal exterior. Kept reasonably tidy.

Will the requested use create an adverse affect on near-by properties because of noise, odor, glare, hours of operation, or general unsightliness? **Explain**

No. Noise should be minimal. No odors expected. Hours of operation should be no more than 7AM-5PM.

RETURN APPLICATION, SITE PLAN, SEWER INFORMATION AND ANY ADDITION INFORMATION, AND FEE TO:

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

Fee: \$600.00 or After-the-Fact Fee: \$1,200.00 payable to "Todd County"

Only complete applications may be placed on an agenda

****A PARCEL IN JOINT OWNERSHIP MUST PROVIDE WRITTEN SIGNATURE OF ALL OWNERS****

DOUGLAS RABER
Applicant Name Printed

[Signature]
Signature

07/31/26
Date

Lucy McDowell
Andrew McDowell
Property Owner Name Printed

Lucy McDowell
Andrew McDowell
Signature (If different than applicant)

7-31-24
07/31/26
Date

A Conditional Use Permit expires and is considered invalid unless they are substantially completed within thirty-six months of the date the CUP is granted by the County Board (Section 5.05(N) of the County Zoning Ordinance).

AUTHORIZED AGENT FORM

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

Site address 35071 245th Ave., Browerville

Section # 20 Township Name Ward

Parcel Number(s) 26-0019301

Property Owner(s) Name(s) (print) Andrew McDowell

* Property Owner(s) Signature(s) Andrew McDowell Date 07/31/26

Authorized Agent(s) name(s) (print) DOUGLAS RABER

Authorized Agent(s) Signature(s) [Signature] Date 8-7-26

Authorized Agent Phone Number _____

Authorized Agent Email _____

Site Plan

Outline how the intended use will be situated on the property including buildings, parking areas, signage, material storage areas, etc.

* see attached

26-0019301
ANDREW & LUCY
MCDOWELL

26-0020101
JAMES JAY GOTTA
REV TRUST

350TH ST

245TH AVE

26-0027700
TIMOTHY
JAMES RYAN

26-0027701
MARK & LOU
ANN THIELEN

26-0027401
ASPEN
PLANTATION LLP

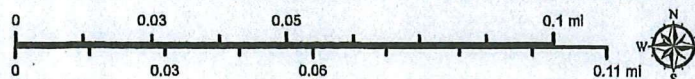
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, 2023

Todd County
MINNESOTA



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

GIS Site Map



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.

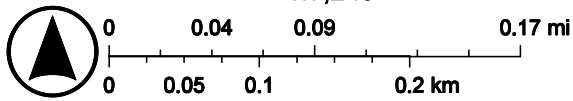
Printed on:
Monday, May 16, 2028

Site Map



8/11/2026, 3:52:51 PM

- | | |
|-------------------------|--|
| □ Address | □ Parcels |
| Road Network | DNR River And Stream |
| — CSAH - PAVED | — Drainage Ditch (Intermittent, Perennial, Undifferentiated) |
| — COUNTY ROAD - PAVED | □ Township |
| — TWP - MIN MAINTENANCE | □ Section |
| — Driveways | □ Quarter Quarter |



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



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

PLANNING & ZONING

215 1st Avenue South, Suite 103

Long Prairie, MN 56347

Phone: 320-732-4420 Fax: 320-732-4803

Email: ToddPlan.Zone@Co.Todd.MN.US

Received

AUG 12 2026

**Todd County Planning
& Zoning**

CONDITIONAL USE PERMIT APPLICATION

Applicant Mose Miller Mailing Address 33223

Site Address 33223 CR 11 Clarissa MN 56440

Phone Number _____ E-Mail Address _____

Property Owners Name & Address (if not applicant) Same

Parcel ID(s) 07-0039400 Township _____ Lake/River Name Eagle Valley

Zoning District (circle one): AF-1; AF2; R-2; R-10; UG; RT; Comm; L-M; or Shoreland.

Full and Current Legal Description(s) yes, see attached
(attach if necessary)

Current tax statement or other proof of ownership attached () yes () no

Measurement of land involved: Width _____ Length _____ Acres .25

Septic System: Date installed 1976 Date of latest Compliance Inspection _____

Is an upgrade needed: () yes () no

Site accessed by: ☒ public road () easement

If easement, is the easement legally recorded? () yes () no

Detailed Explanation of Request:

Temporary family housing
(20'x28') 560 sq. ft., one bedroom, one story.
w/ porta-potty.

☒ Did you meet with the Township Board to present the Application for Conditional Use Permit?

Yes ☒ No _____ Date of the meeting: 8/04/26

[Signature]
Optional Township Board Signature

chair
Board Position

Will the request create an excessive burden on the existing roads or other utilities? **Explain**

NO -

Is the requested use compatible with the surrounding properties? **Explain**

Yes

Could the use significantly depreciate near-by properties? **Explain**

NO

Will the structure and the use have an appearance that will not have an adverse effect on near-by properties? **Explain**

NO ADVERSE EFFECT

Will the requested use create an adverse affect on near-by properties because of noise, odor, glare, hours of operation, or general unsightliness? **Explain**

NONE

**RETURN APPLICATION, SITE PLAN, SEWER INFORMATION AND ANY ADDITION
INFORMATION, AND FEE TO:**

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

Fee: \$600.00 or After-the-Fact Fee: \$1,200.00 payable to "Todd County"

Only complete applications may be placed on an agenda

****A PARCEL IN JOINT OWNERSHIP MUST PROVIDE WRITTEN SIGNATURE OF ALL OWNERS****

Applicant Name Printed

Mose Miller

Signature

Mose Miller

Date

8-10-26

Property Owner Name Printed

Signature (If different than applicant)

Date

A Conditional Use Permit expires and is considered invalid unless they are substantially completed within thirty-six months of the date the CUP is granted by the County Board (Section 5.05(N) of the County Zoning Ordinance).



07-0039300
JAMES A
JOHNSON

30'x
↙

33223

S
-20
-20

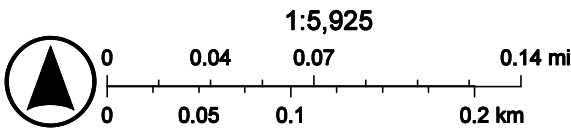
07-0039400
MOSE G &
LAURA MILLER



Site Map



8/13/2026, 11:25:25 AM



Buffer Program Announcement

Rule and Ordinance Revisions

July 27, 2026

Background

The Minnesota Board of Water and Soil Resources (BWSR) adopted an amended Administrative Penalty Order (APO) Plan ([Buffer APO Plan](#)) on December 19, 2024. The amended plan incorporates revised procedures for issuing APOs by counties, watershed districts, and BWSR. The plan specifically increases the penalty amount that can be assessed and makes adjustments to the fee structure.

On January 28, 2026, BWSR also updated its program procedures ([Buffer Program Procedures](#)) that guide Buffer Law implementation. These revisions are intended to promote consistent and effective program administration while providing greater clarity regarding jurisdictional responsibilities, compliance timelines, and enforcement requirements.

These updates were prompted by statutory revisions requiring BWSR to revise both the Buffer APO Plan and Program Procedures. As part of this effort, BWSR also updated its comprehensive model ordinances and rule templates to align with the statutory changes and to support enforcement entities in implementing and complying with the revised requirements [Model Templates](#).

Rule and Ordinance Revisions

Counties and watershed districts with jurisdiction [Election of Jurisdiction Map](#) that have adopted a rule, ordinance, or other official control must revise their local controls to incorporate the required changes identified in the posted templates. Entities may either adopt the template language as written or amend their existing ordinance or rule to incorporate the revisions.

If submitting revisions to existing controls, a redline version showing all changes with strikethrough and underline formatting must be provided to BWSR for review. BWSR will track the review process from initial submittal through the final determination of adequacy.

Process

Required revisions to county ordinances and watershed district rules will be reviewed by BWSR in accordance with *Procedure 2 BWSR's Review of County and Watershed Districts Buffer Rules, Ordinances, and Official Controls*. BWSR will allow counties and watershed districts that elected jurisdiction until **July 31, 2027** - 12 months from the announcement of the of the rule and ordinance model templates - to revise their existing official controls. The revision and review process should include the following steps:

1. Proceed to adopt the BWSR's 2026 model ordinance or rule template as written or revise your existing ordinance or rule to incorporate the required changes set forth in the model template using track changes. Consideration of the additional recommended changes outlined in the model template is also encouraged.
2. Send the draft ordinance or rule revisions to your Buffer and Soil Loss Specialist for review and copy this email address Jurisdiction.BWSR@state.mn.us. BWSR staff will provide comments as soon as practicable. When submitting your draft, please include any scheduled public hearing dates or other key meetings for which BWSR comments would be beneficial.
3. Incorporate the revisions recommended by BWSR staff into the draft ordinance or rule, as appropriate.
4. If there are any disagreements regarding the proposed revisions, it is strongly encouraged that those comments or issues be discussed and resolved with BWSR staff prior to adoption.
5. Following board adoption, submit the final ordinance or rule to BWSR staff for final review no later than July 31, 2027. BWSR will issue an adequacy and/or consistency determination within 60 days of receiving the final ordinance or rule, as provided in *Procedure 2*.

As with the initial review and approval process in 2017, this process is designed to promote early and ongoing communication with BWSR staff throughout the review and approval process.

Your primary contacts for review are your Buffer and Soil Loss Specialists.

[Buffer and Soil Loss Specialist Work Areas](#)

Variations in Language

Every county and watershed district has its own approach to implementing and administering its regulations, and there is not necessarily a single "right way" to do so. Alternative language to that provided in the model ordinance or rule is generally acceptable, provided the alternative language maintains the same intent and achieves the objectives of the model ordinance or rule. In other words, the specific wording may vary as long as the underlying purpose and requirements are preserved.

Relationship with Shoreland Management

Counties that have incorporated Buffer Law provisions into their local shoreland controls should consult their DNR area hydrologist when amending a shoreland management ordinance or making substantial deviations from the model county buffer ordinance. Questions may be directed at your BWSR Buffer and Soil Loss Specialist.

As stated previously, frequent communication among counties, watershed districts, soil and water conservation districts, and BWSR will help ensure that this process of incorporating these required changes is done in a manner that works for landowners and local government alike.

Travis Germundson
Appeals and Regulatory Compliance/Buffer Coordinator
Board of Water and Soil Resources
520 Lafayette Road North
St. Paul, MN 55155
651-297-247-4976
travis.germundson@state.mn.us