



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

● MINNESOTA ● EST. 1855 ●

## PLANNING & ZONING

215 1<sup>st</sup> Avenue South, Suite 103

Long Prairie, MN 56347

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Email address: [toddplan.zone@co.todd.mn.us](mailto:toddplan.zone@co.todd.mn.us)

The following is the agenda for **Thursday, March 26, 2026 at 6:00pm** the Todd County Board of Adjustment will hold a public hearing in the Commissioner's Boardroom, Historic Courthouse, 215 1<sup>st</sup> 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](mailto: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 February 26th, 2026, Board of Adjustments meeting minutes
  - The applicant is introduced
    - Staff report
    - Applicant confirms if staff report accurately represents the request
    - Site Visit Review
    - Public comment
    - Board review with applicant, staff, and public
1. **Mathew Parker:** Sections 13, 18 and 19, Birchdale Township, Long Lake  
**Site Address:** 11899 Bluegill Dr., Sauk Centre, MN 56378  
**PID:** 03-0072000
    1. Request to reduce the lake setback from 150' to 90.3' for a dwelling addition
    2. Request to reduce the lake setback from 150' to 90.3' for the addition of an attached garage
    3. Request to increase the height limit from 18' to 28' for non-conforming dwelling addition all in Natural Environment Shoreland Zoning District.
  2. **Paul Hartmann:** Section 08, Little Sauk Township, Maple Lake  
**Site Address:** 19129 181<sup>st</sup> Ave., Long Prairie, MN 56347  
**PID:** 17-0050300
    1. Request to reduce the lake setback from 100' to 87' for the construction of an attached garage in Recreational Development Shoreland Zoning District.
  3. **Vertical Bridge – Alex Trueman:** Section 27, Iona Township  
**Site Address:** 290<sup>th</sup> Street, Browerville, MN 56348  
**PID:** 13-0025100
    1. Request to decrease the required setback from 230' to 82' 6" for proposed construction of a communications tower in AF-1 Zoning District.

**Adjournment.**

Next meeting: **April 23rd, 2026**

## Minutes of the Todd County Board of Adjustment Meeting

February 26, 2026

Completed by: Sue Bertrand P&Z Staff

Site Visits conducted by Adam Ossefoort and Russ VanDenheuvel on February 17, 2026

Meeting attended by board members: Chair Russ VanDenheuvel, Vice Chair Bill Berscheit, Mike Soukup, alternate Larry Bebus and Planning Commission Liaison Ken Hovet.

Staff members: Adam Ossefoort and Sue Bertrand

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

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

Introduction of the meeting process and etiquette by Russ.

Ken motioned approve the minutes from December 18, 2025, meeting minutes, Bill seconded, voice vote, no dissent heard, motion carried.

Bill motioned to approve and January 22, 2026, meeting minutes, Larry seconded, voice vote, no dissent heard, motion carried.

Bill motioned to approve the agenda as written, Mike seconded, voice vote, no dissent heard, motion carried.

### **AGENDA ITEM 1: Mathew Parker – PID 03-0072000 – Birchdale Township, Long Lake**

Request(s):

1. Request to reduce the lake setback from 150' to 90.3' for a dwelling addition
2. Request to reduce the lake setback from 150' to 90.3' for the addition of an attached garage
3. Request to increase the height limit from 18' to 28' for non-conforming dwelling addition all in Natural Environment Shoreland Zoning District.

Mathew and Jessica Parker were present as the applicants.

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

Proposed Condition(s):

1. Maintain a minimum of 50% screening as viewed from the lake during leaf on conditions.
2. Development of a stormwater management plan to address all stormwater from the proposed addition based on a 10-year/24-hour rainfall.
3. Applicants shall obtain additional permitting from other government agencies as necessary including but not limited to the Sauk River Watershed District.

Mathew and Jessica confirmed the staff report was accurate.

Russ reviewed his site visit report. This report may be viewed in full, upon request, in the Planning and Zoning office.

Correspondence received: Yes. This letter from SRWS may be viewed in full upon request at the Planning and Zoning office.

Public comment: None.

Board discussion:

Russ asked about the height request, if you are just going to add onto the house, why would it be seven feet higher than that?

Mathew stated it is currently at 21' and they would like to raise the main level. So, it's more of a patio home and don't have to deal with steps in the future and just keep it one level living.

Jessica stated they are trying to eliminate two sets of the four sets of stairs inside, and make it one level with an upstairs, like it is supposed to be. She pointed out the idea on the overhead.

Mathew brought up the wood foundation issues and how they would be raising the main level, even with the garage and only increasing by about 5 feet.

Bill stated he didn't think the 55.5% deviation from the standard correct as we listed as going from 18' to 28'. Asked about impervious.

Adam 23.4% in total, with the additions.

Russ asked what kind of run-off management plan do you have?

Mathew stated gutters all the way around the house.

Russ asked if the driveway curves around the house at all? He suggested they come up with a water management plan.

Bill, the goal is to keep the water on the lot and get the water to soak in, on the lot. Even water coming across the lot from another source we want to get it infiltrated prior to it hitting the lake. The number one way to could have a positive impact on the lakes by eliminating the amount of warm water we flush into the lake.

Mathew described there are culverts that come from the top of the hill that allows water to flow right through the yard and it may be possible to help build the grade to keep the water more in the yard, when they raise the house.

Bill pointed out condition #2, the board would like to see a storm water management plan to address all storm water for the entire lot run-off, not just the roof surface.

Larry asked how the lake level is affecting them as far as flooding?

Mathew stated their lot is one of the highest ones out there, more than ten feet above the level of the water.

Bill asked if they had considered rebuilding meeting all setbacks so they would not have to come to the board for variances every time they want to do something?

Jessica stated they did not want to. The setback is 150' and that puts them in a bad spot for the driveway on the hill. The driveway would be a nightmare, super short and super steep like her aunt's house. She used to live a few houses over, but moved, because of the driveway. There are only two houses meeting that setback.

Adam reminded the 150' setback applies to all lake lots around this lake.

Russ agreed it would be a dangerous driveway in the winter.

Jessica stated the lake setback used to be a 100'. At the time it was built, it met the setback and doesn't know why it measures 90' now.

Adam suggested the difference may occur when using a tape measure as apposed to a surveyor's linear measurement.

Mathew and Jessica mentioned the different contractors they talked to and the possibility of starting over.

Russ stated you could always rebuild "exact for exact" and they knew that was an option.

Ken asked if it is fair to say, this house has four levels?

Jessica explained, it was a tri-level with a basement.

Ken, when done, you will cut out two levels.

Jessica, yes.

Mike asked if the criteria will group all together?

Mathew requested to keep it together.

Board agreed.

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, agreed with Bill, height would be hard to maintain the screening if you had to start with new growth.
Bill Berscheit	No. Described why the height is an issue in conjunction with the distance and how it will affect the screening needed from the lake (Jessica disagreed and showed a photo of what her home looks like from the lake, which was entered into the record)
Ken Hovet	No.
Larry Bebus	Yes.
Russell VanDenheuvel	Yes, thinks it will fit in and look ok.
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, even though it was built under a more liberal code, we still must look at current code.
Bill Berscheit	Yes, implementing a storm water management plan that includes more than just roof water.
Ken Hovet	Yes.
Larry Bebus	Yes, based on 1979 plat, it is not that out of line and is consistent.
Russell VanDenheuvel	Yes, he believes it is consistent.

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	Yes
Bill Berscheit	Yes
Ken Hovet	Yes
Larry Bebus	Yes
Russell VanDenheuvel	Yes

Majority response- Yes.

**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	No, the burden of proof on setbacks.
Bill Berscheit	No, definitely unique topography. The design of structure is creating the need for variance, and the burden of proof has not been met for not meeting all setbacks.
Ken Hovet	Yes, it was not created by the landowner as at the time they built, they met the setback and the setback had changed.
Larry Bebus	Yes, small lot size, they can't move it back, agreed with Jessica that it is not blocking anyone's view to the lake.
Russell VanDenheuvel	Yes, it was built at the 100' setback.

Majority response- Yes.

<b>Criteria Question #5: Will the variance maintain the essential character of the locality?</b>	
<b>Board Member</b>	<b>Vote and Comments</b>
Mike Soukup	Yes
Bill Berscheit	Yes
Ken Hovet	Yes
Larry Bebus	Yes
Russell VanDenheuvel	Yes

Majority response- Yes.

<b>Criteria Question #6: Does the need for the variance involve more than just economic considerations?</b>	
<b>Board Member</b>	<b>Vote and Comments</b>
Mike Soukup	Yes
Bill Berscheit	Yes, agrees with Ken.
Ken Hovet	Yes involves environmental too.
Larry Bebus	Yes
Russell VanDenheuvel	Yes

Majority response- Yes

<b>Criteria Question #7: Have safety and environmental concerns been adequately addressed?</b>	
<b>Board Member</b>	<b>Vote and Comments</b>
Mike Soukup	Yes
Bill Berscheit	Yes, may want to increase the storm water management conditions assuming on the entire lot.
Ken Hovet	Yes, same reasons.
Larry Bebus	Yes, with conditions plus what SRWS requested, maybe even rain gardens.
Russell VanDenheuvel	Yes

Majority response- Yes

Summary of criteria question majority responses as follows:

#1	No
#2	Yes
#3	Yes
#4	Yes
#5	Yes
#6	Yes
#7	Yes

Russ, we could revisit number one, make a motion or request to table.

Bill and Ken wanted to see a good storm water management plan and adequate screening.

Russ thought with leaf off, there is good screening, but agreed with a good storm water management plan.

Jessica stated they are willing to meet conditions, even if strict. She stated she grew up on this lake, and it is important to them to protect the lake. They are willing to mitigate and do what the board asks.

Ken motioned to table the application, Larry seconded and asked them to work with Adam and SRWS for a detailed storm water management plan and screening.

Bill encouraged following the E.A.R.T.H. plan.

Voice vote, no dissent heard, motion carried to table until next month.

**AGENDA ITEM 2: Stephen Neville – PID 11-0046000 – Grey Eagle Township, Big Birch Lake**

Request(s):

1. Request to increase the allowed roofed impervious surface coverage from 15% to 22.7% for dwelling addition in Recreational Development Shoreland Zoning District.

Stephen was present as the applicant and introduced himself.

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. Development of a stormwater management plan to address all stormwater from the proposed addition based on a 10-year/24-hour rainfall.
2. Applicant shall obtain additional permitting from other government agencies as necessary including but not limited to the Sauk River Watershed District.

Stephen confirmed, staff report nailed it.

Russ went through the site visit report. This report is available for review in full, upon request, at the Planning and Zoning office.

Correspondence received: Yes, same letter from the Sauk River Water Shed district, Adam read into the record. This letter may be viewed in full, upon request, at the Planning and Zoning office.

Public comment: None

Board discussion:

Ken asked if the outline in blue was the proposed addition?

Neville, yes, and explained the project and pointed to the overhead. He pointed to the proposed impervious surface they are planning to remove. They will put in GEO webbing instead of the driveway and along the driveway, letting grass grow through. Removing storm shelter area. Removing picnic table slab, another concrete pad and stepping blocks.

Mike reviewed the calculations, confirmed by Neville.

Bill asked Neville to show the GEO webbing to the board, which he did.

Ken, do we have a water management plan?

Neville, gutters. Explained the house layout to eliminate the five steps and put in a ramp.

Ken would like to entertain to table for a storm water plan.

Bill pointed out the condition will cover the entire lot.

Ken requested to see the plan before deciding.

Russ stated the way he is doing it, he has done a marvelous job, and Russ stated he is ready to decide.

Adam explained, Neville originally had more impervious requests but took it upon himself to remove impervious and add the GEO plan instead.

Bill agreed with the GEO products and is impressed with them.

Ken agreed, it is a wonderful system and has nothing against it. Saw it in Denmark and can mow right over them.

Mike motioned to approve with the amended conditions, Larry seconded.

1. Development of a stormwater management plan to address all stormwater on the property based on a 10 year/24-hour rainfall.
2. Applicant shall obtain additional permitting from other government agencies as necessary including but not limited to the Sauk River Watershed District.

Voice vote, no dissent heard, motion carried.

**AGENDA ITEM 3: - E.A.R.T.H. Program discussion**

Adam stated Ken, Larry and Bill attended the commissioner's work session and discussed it with the commissioners. They gave us the thumbs up to present it to the Planning Commission to add it as an ordinance amendment to our application process. We are working on the Cannabis changes at the moment, but when we are done with that part, we will put it on the Planning Commission agenda.

Mike a tool or hard fast condition?

Adam, a tool. Jason stated we are gathering information and looking at the property as a whole and using this tool to come up with specific conditions to address storm water or whatever when applying for a variance.

Larry, everybody can use this as an educational tool.

Bill, I like it.

Ken, will we see the forms answered?

Adam, yes, it will become part of the application process, and they will be included with the board packets.

Larry asked what if we don't get these forms back filled out?

Adam, we will not accept the application or the fee. It must be completed. It will be a requirement for the application.

Bill no different than your address and your signature.

Mike, does this put us in any legal predicament should it go to District court?

Adam, no, it's just additional information that will further support the board's decision. We just can't create a condition like: You are at 400, we expect you to be at 450. But if the condition states you need to add a vegetative buffer, obviously, that will increase your score.

Bill added his interpretation; we can't use the linear scale to approve or deny.

Adam, right.

Adam also stated he had talked with Rick, last week, and he agreed to become another alternate, since he will be gone so much throughout the year in Florida, and that gives Larry a reprieve as our alternate. That gives us two alternates for the time Rick is back in MN, and our options are to go back to a five-member board, because Ken is in the same district as Rick and still meets the requirement for the cross over member with the Planning Commission. Option 2, try to find a new member for that district so we have a six-member board, or just stick with the five members. We will have to look into some changes with Rick stepping into a lesser role.

Russ and the board agreed, a five-member board is good, letting Ken be the district representative and cross over member.

Adam stated he will bring it up to a work session with the commissioners and at a future meeting, we will have to have board action.

Adam stated his comprehensive plan is in draft form and is ready for review and will e-mail if anyone wants.

Mike asked if we could strike out old and highlight the new?

Adam stated the Comprehensive Plan is entirely different, 60 to 70 pages, with the Ordinance amendment, he does strike out and highlight new.

Bill went back to the E.A.R.T.H. discussion and suggested people could just put NA if it is not applicable to a particular zoning.

Adam agreed.

Larry asked how will we know if they are filling it out truthfully or not?

Adam stated we could have staff fill it out, which is an option, or verify answers on the site visit review.

Larry gave an example of how he and his wife both filled them out for their own property and he scored maybe a Bronze and her answers shot up to the Gold-Platinum category.

Adam agreed, we will find some of that.

Bill added, as a board, they will be able to see through some of that.

Ken motioned to adjourn and Bill seconded. Voice vote to adjourn. No dissention heard. Motion carried and the meeting adjourned at 7:21 PM.

DRAFT



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

MINNESOTA • EST. 1855

## Received

JAN 23 2026

Todd County Planning & Zoning

PLANNING & ZONING  
215 1<sup>st</sup> Avenue South, Suite 103  
Long Prairie, MN 56347  
Phone: 320-732-4420 Fax: 320-732-4803  
Email: [ToddPlan.Zone@Co.Todd.MN.US](mailto:ToddPlan.Zone@Co.Todd.MN.US)

Accepted 1/20/2026  
KLM

### Appeal for a Variance

Applicant Matthew Parker  
Mailing Address 11899 Bluegill Dr. Sauk Centre MN 56378  
Site Address 11899 Bluegill Dr. Sauk Centre MN 56378  
Phone Number   
E-Mail Address   
Property Owners Name & Address (if not applicant) \_\_\_\_\_

Parcel Number(s) 03-0072000

Section: 19 Township Birchdale

Zoning District (circle one): AF-1; AF-2; R-10; R-2; UG; RT; Commercial; Industry; or

Shoreland (Lake or River Name): Long Lake (Natural Environment)

Full and Current Legal Description(s): Lot 4, Block 1, Birch Terrace Addition  
(attach if necessary)

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

Septic System: Date installed 1979 Date of Compliance Inspection 10-8-25

Is a new system needed:  yes \_\_\_ no \_\_\_ STS Design attached

Required for applications with existing septic systems: Approved design submitted for new system to be installed, new system installed within previous 5 years, or passing compliance inspection on existing system in previous 3 years

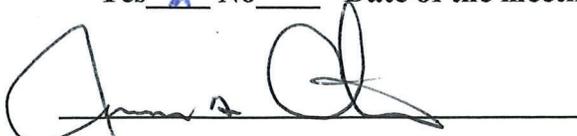
#### Variations Requested:

What standards or requirements are you unable to maintain? (Check all that apply)

Lot width \_\_\_ Lot area \_\_\_ Lake or River setback  Bluff setback \_\_\_  
Road right-of-way setback \_\_\_ Side Yard setback \_\_\_ Buildable area \_\_\_  
Impervious surface coverage \_\_\_ Building/Structure Height  Other \_\_\_

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

Yes  No \_\_\_ Date of the meeting 1/27/26

  
Optional Township Board Signature

  
Board Position

**LIST YOUR VARIANCE REQUEST(s)** and what, if the variance were granted, you intend to build or use the land for. **For example:** "Request to reduce the 10ft structural setback from my west side lot line to 8ft for the construction of a detached garage to be used for vehicle and personal storage."

- 1.) Request to add a 13'x36' addition on east side of house in order to move the primary bedroom + bathroom down to the main level. 90.3' from OHW
- 2.) Request to add 26 1/2'x38' attached garage to the west side of the house for vehicle storage. 90.3' from OHW
- 3.) Request to increase the height restriction of the house from. Current height 21', request 28'
- 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.**

Currently our home is 2 stories with 4 sets of stairs. All requests are in an effort to make the majority of the home single-level living. This will allow us to stay in our home as long as possible as we grow older.

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

Have you flagged your lot? () (N)

# SKETCH DRAWING

See attached drawing

The applicant or agent hereby makes application for a variance agreeing to do all such work in accordance with all Todd County Ordinances. Applicant or agent agrees that site plan, sketches, and other attachments submitted herewith are true and accurate. Applicant or agent agrees that, in making application for a variance grants permission to Todd County, at reasonable times during the application process and thereafter, to enter applicant's premises to determine the feasibility of granting said variance or for compliance of that application with any applicable county, state, or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is alter found or determined by the county to be inaccurate, the County may revoke the variance based upon the supply of inaccurate information.

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

Matthew Parker  
Applicant Name Printed

*Matthew Parker*  
Signature

1-26-26  
Date

\_\_\_\_\_  
Property Owner Name Printed

\_\_\_\_\_  
Signature (If different than applicant)

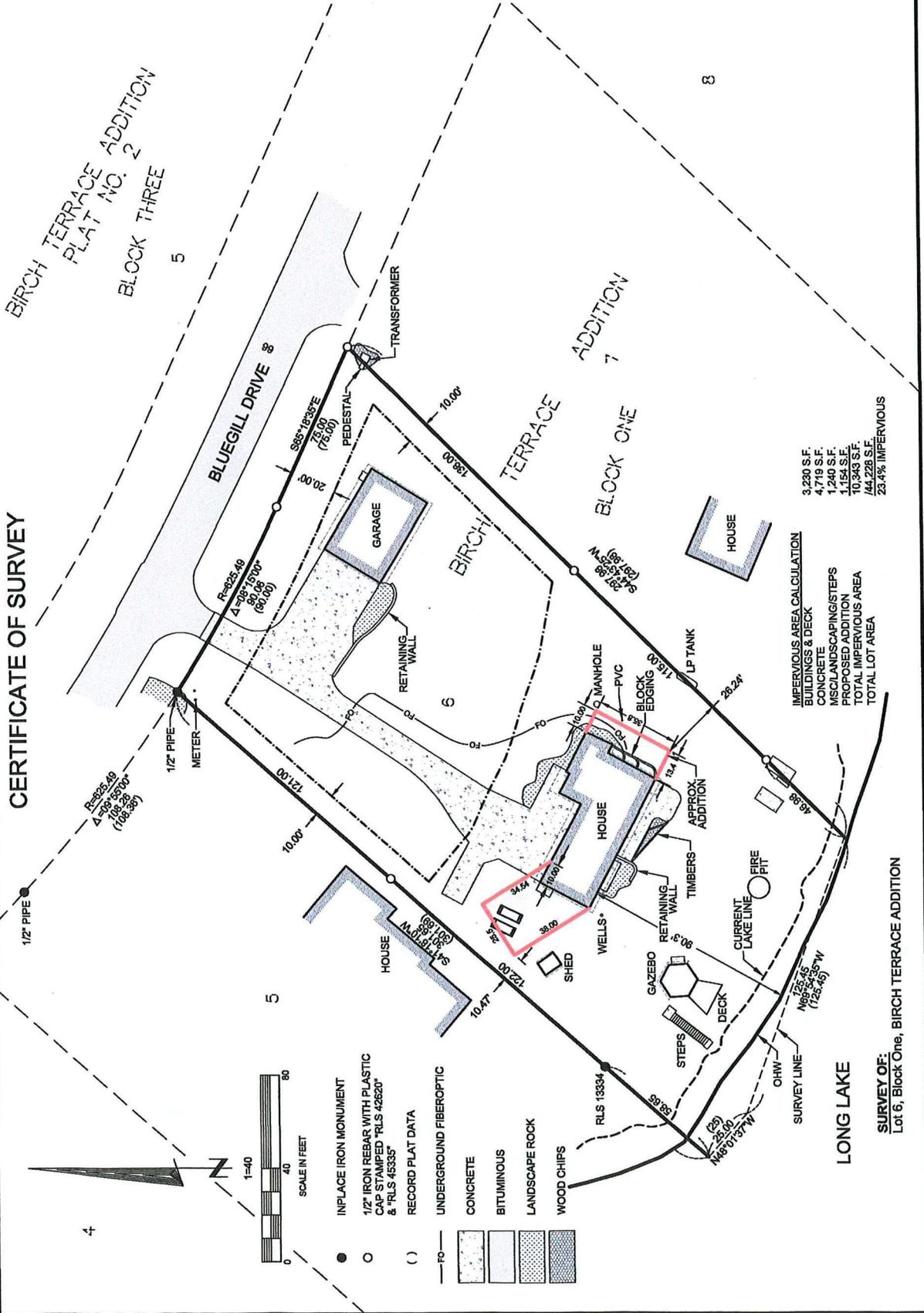
\_\_\_\_\_  
Date

DATE: 10/8/2025 • DRAWN BY: JSM • CHECKED: BMN • JOB NO. 12629  
 REQUESTED BY: MATT PARKER  
 509 22ND AVE. EAST, SUITE 101  
 ALEXANDRIA, MINNESOTA 56308  
 PH. (320) 762-4111  
 www.nybergsurveying.com

Brad M. Nyberg  
 Date: October 8th, 2025  
 License No. 42620

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

SEC. 19 T 127 N R 33 W



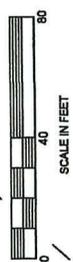
**IMPERVIOUS AREA CALCULATION**

BUILDINGS & DECK	3,230 S.F.
CONCRETE	4,719 S.F.
MISC LANDSCAPING/STEPS	1,240 S.F.
PROPOSED ADDITION	1,154 S.F.
TOTAL IMPERVIOUS AREA	10,343 S.F.
TOTAL LOT AREA	44,228 S.F.
	23.4% IMPERVIOUS

**CERTIFICATE OF SURVEY**

**SURVEY OF:**  
 Lot 6, Block One, Birch Terrace Addition

- IN PLACE IRON MONUMENT
- 1/2" IRON REBAR WITH PLASTIC CAP STAMPED "RLS 42620" & "RLS 46335"
- ( ) RECORD PLAT DATA
- FO UNDERGROUND FIBEROPTIC
- CONCRETE
- BITUMINOUS
- LANDSCAPE ROCK
- WOOD CHIPS



# IMPERVIOUS SURFACE WORKSHEET (FOR SHORELAND ONLY)

## APPLICANT INFORMATION

Name Matthew Parker Site Address 11899 Bluegill Dr.  
 Phone (320) 248-2209 City Sauk Centre State MN Zip 56378  
 Mailing Address 11899 Bluegill Dr Parcel Number -  
Sauk Centre MN 56378 Lake/River Name

**IMPERVIOUS SURFACE:** is a constructed hard surface that either prevents or retards the entry of water into the soil or causes water to run off the surface in greater quantities & at an increased rate of flow than prior to development.

## LOT/STRUCTURE DIMENSIONS

Total lot area: 44,229 sq ft

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

Existing	Proposed
1. <u>House</u>	<u>Attached Garage</u>
2. <u>Detached Garage</u> } <u>3230 sq ft</u>	<u>Primary bed / bath</u> } <u>1154 sq ft</u>
3. <u>Garden Shed</u>	
4. <u>Bazebo</u>	
5.	
6.	
7.	
8.	

List all non-roofed hard surfaces: Examples include sidewalks, paver stones, retaining walls, patios, decks, driveways & parking areas (asphalt, concrete or gravel), and areas of landscaping underlain with plastic or other impervious liners:

Existing	Proposed
1. <u>Driveway / Patios</u> <u>4719 sq ft</u>	
2. <u>Misc Landscaping / Steps</u> <u>1240 sq ft</u>	
3.	
4.	
5.	
6.	
7.	
8.	

**Total of 25% of lot may be covered by impervious surfaces (15% of which are from roofed structures)**

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
Garden shed	49 sq ft	B
Planters	2 @ 42 sq ft = 84 sq ft	B

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.

Rain gutters on house and shed will be installed

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.

Adding some tree's to the property not sure on location yet



Todd County Board of Adjustment  
Site Visit Review

Applicant: Matthew Parker Address: \_\_\_\_\_  
PID: 03- Date: \_\_\_\_\_ BOA Member: Vanderhever

1. Measure the actual setbacks. Surveyed
2. Soil Erosion Observations – observe direction of rainwater runoff, any water channeling? runoff from roadway all the way to lake  
Cement driveway
3. Note current stormwater management infrastructure or potential locations for additional infrastructure. Not very good stormwater  
management plan. But no erosion
4. Note current vegetation cover, including along shoreline – look for lake and road screening No erosion good screening
5. Does an alternative site exist for the requested activity? Would the proposed activity take place within the shore impact zone?  
lots of space opposite lakeside
6. Will the variance maintain the essential character of the locality?  
yes
7. What are the unique circumstances to the property requiring a variance?  
Lake may have been reclassified and setback moved  
50 ft back.
8. Were the unique circumstances created by the landowners?  
overall development
9. Will neighbors/general public be affected by proposed activities? How?  
All neighbors are this close or closer to lake.
10. Other concerns such as pollution, non-conformities, violations, safety, etc?  
Most 3 season gazebo & deck near lake.  
Few cement pads. (former shed maybe) near lake also.

Todd County Planning & Zoning Board of Adjustment

Criteria Questions for Findings of Fact

BERU S

PARKER

The criteria for the granting of a variance are set forth in Section 5.03 of the Todd County Planning and Zoning Ordinance. Additionally, Minnesota Statute 394.27, Subd. 7 identifies that all the criteria must be met before the granting of a variance. A variance may only be granted where the strict enforcement of the county zoning controls results in a practical difficulty. Variances will only be granted when the Board of Adjustments answers "Yes" to each of the seven questions set forth below.

1. Is the variance in harmony with the general purposes and intent of the official control?

Yes (X) No ( )

Reasons? \_\_\_\_\_

2. Is the variance request consistent with the goals and policies of the comprehensive plan?

Yes (X) No ( )

Reasons? with what have to work with - yes

3. Is the property owner proposing to use the property in a reasonable manner not permitted by an official control?

Yes (X) No ( )

Reasons? yes - reasonable

4. Is the need for a variance due to the circumstances unique to the property not created by the landowner?

Yes (X) No ( )

Reasons? small lot size cant move back from lake  
~~height~~ height?

5. Will the variance maintain the essential character of the locality?

Yes (X) No ( )

Reasons? \_\_\_\_\_

6. Does the need for the variance involve more than just economic considerations?

Yes (X) No ( )

Reasons? \_\_\_\_\_

7. Have safety and environmental concerns been adequately addressed?

Yes (X) No ( )

Reasons? with conditions as read a stormwater mgmt

The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. (Mitigating impervious surface with storm water management, deep rooted vegetative buffers, rain gardens, etc.)

Mathew PARKER  
03-0072000

### Todd County Planning & Zoning Board of Adjustment Criteria Questions for Findings of Fact

The criteria for the granting of a variance are set forth in Section 5.03 of the Todd County Planning and Zoning Ordinance. Additionally, Minnesota Statute 394.27, Subd. 7 identifies that all the criteria must be met before the granting of a variance. A variance may only be granted where the strict enforcement of the county zoning controls results in a practical difficulty. Variances will only be granted when the Board of Adjustments answers "Yes" to each of the seven questions set forth below.

1. Is the variance in harmony with the general purposes and intent of the official control?  
Yes  No   
Reasons? To close TO lake And height will be  
AAOL TO SCREEN FROM lake FOR new GOTH

2. Is the variance request consistent with the goals and policies of the comprehensive plan?  
Yes ( ) No   
Reasons? EVEN THOUGHT IT WAS BUILT WITH OLD CODE WE  
NEED TO TRY AND KEEP NEW SH B

3. Is the property owner proposing to use the property in a reasonable manner not permitted by an official control?  
Yes  No ( )  
Reasons? \_\_\_\_\_

4. Is the need for a variance due to the circumstances unique to the property not created by the landowner?  
Yes ( ) No   
Reasons? BURD OF PROFF ON NEW SET BACK-  
LAKE RECLASIA WHEN HOME WAS BUILT IT WAS A RD

5. Will the variance maintain the essential character of the locality?  
Yes  No ( )  
Reasons? \_\_\_\_\_

6. Does the need for the variance involve more than just economic considerations?  
Yes  No ( )  
Reasons? \_\_\_\_\_

7. Have safety and environmental concerns been adequately addressed?  
Yes  No ( )  
Reasons? \_\_\_\_\_

The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. (Mitigating impervious surface with storm water management, deep rooted vegetative buffers, rain gardens, etc.)

Todd County Planning & Zoning Board of Adjustment  
Criteria Questions for Findings of Fact

2-26-26  
Parker

The criteria for the granting of a variance are set forth in Section 5.03 of the Todd County Planning and Zoning Ordinance. Additionally, Minnesota Statute 394.27, Subd. 7 identifies that all the criteria must be met before the granting of a variance. A variance may only be granted where the strict enforcement of the county zoning controls results in a practical difficulty. Variances will only be granted when the Board of Adjustments answers "Yes" to each of the seven questions set forth below.

1. Is the variance in harmony with the general purposes and intent of the official control?

Yes ( ) No (X)

Reasons? Combination of Height + Distance  
limits the Ability To Screen From The Lake

2. Is the variance request consistent with the goals and policies of the comprehensive plan?

Yes (X) No ( )

Reasons? Assuming That A storm water management  
Applies To The Entire Lot

3. Is the property owner proposing to use the property in a reasonable manner not permitted by an official control?

Yes (X) No ( )

Reasons? \_\_\_\_\_

4. Is the need for a variance due to the circumstances unique to the property not created by the landowner?

Yes ( ) No (X)

Reasons? \_\_\_\_\_

5. Will the variance maintain the essential character of the locality?

Yes (X) No ( )

Reasons? \_\_\_\_\_

6. Does the need for the variance involve more than just economic considerations?

Yes (X) No ( )

Reasons? Lake Reclassified + Environmental

7. Have safety and environmental concerns been adequately addressed?

Yes (X) No ( )

Reasons? Assuming That storm water management  
Applies To The Entire Lot

The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. (Mitigating impervious surface with storm water management, deep rooted vegetative buffers, rain gardens, etc.)

RJ **Todd County Planning & Zoning Board of Adjustment**  
**Criteria Questions for Findings of Fact**

*Parter applicant*

The criteria for the granting of a variance are set forth in Section 5.03 of the Todd County Planning and Zoning Ordinance. Additionally, Minnesota Statute 394.27, Subd. 7 identifies that all the criteria must be met before the granting of a variance. A variance may only be granted where the strict enforcement of the county zoning controls results in a practical difficulty. Variances will only be granted when the Board of Adjustments answers "Yes" to each of the seven questions set forth below.

1. Is the variance in harmony with the general purposes and intent of the official control?  
 Yes ( ) No   
*Ken* Reasons? No: Yes:  
 III II

2. Is the variance request consistent with the goals and policies of the comprehensive plan?  
 Yes  No ( )  
*Larry* Reasons? No: Yes:  
 I IIII

3. Is the property owner proposing to use the property in a reasonable manner not permitted by an official control?  
 Yes  No ( )  
*Ken* Reasons? No: Yes  
 IIII

4. Is the need for a variance due to the circumstances unique to the property not created by the landowner?  
 Yes  No ( )  
*Bill* Reasons? No: Yes:  
 II III

5. Will the variance maintain the essential character of the locality?  
 Yes  No ( )  
*Mike* Reasons? No: Yes  
 IIII

6. Does the need for the variance involve more than just economic considerations?  
 Yes  No ( )  
*Ken* Reasons? No: Yes:  
 IIII

7. Have safety and environmental concerns been adequately addressed?  
 Yes  No ( )  
*Larry* Reasons? No: Yes:  
 IIII

The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. (Mitigating impervious surface with storm water management, deep rooted vegetative buffers, rain gardens, etc.)

Todd County Planning & Zoning Board of Adjustment  
Criteria Questions for Findings of Fact

Matt Parkes  
2-26-26

The criteria for the granting of a variance are set forth in Section 5.03 of the Todd County Planning and Zoning Ordinance. Additionally, Minnesota Statute 394.27, Subd. 7 identifies that all the criteria must be met before the granting of a variance. A variance may only be granted where the strict enforcement of the county zoning controls results in a practical difficulty. Variances will only be granted when the Board of Adjustments answers "Yes" to each of the seven questions set forth below.

1. Is the variance in harmony with the general purposes and intent of the official control?

Yes ( ) No

Reasons? \_\_\_\_\_

2. Is the variance request consistent with the goals and policies of the comprehensive plan?

Yes  No ( )

Reasons? \_\_\_\_\_

Providing there is a strict water management plan

3. Is the property owner proposing to use the property in a reasonable manner not permitted by an official control?

Yes  No ( )

Reasons? \_\_\_\_\_

Making a house accessible is a reasonable request.

4. Is the need for a variance due to the circumstances unique to the property not created by the landowner?

Yes  No ( )

Reasons? \_\_\_\_\_

5. Will the variance maintain the essential character of the locality?

Yes  No ( )

Reasons? \_\_\_\_\_

6. Does the need for the variance involve more than just economic considerations?

Yes  No ( )

Reasons? \_\_\_\_\_

Environmental, too

7. Have safety and environmental concerns been adequately addressed?

Yes  No

Reasons? \_\_\_\_\_

~~It would be too far inside the setback.~~  
with conditions as strict water management plans

The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. (Mitigating impervious surface with storm water management, deep rooted vegetative buffers, rain gardens, etc.)

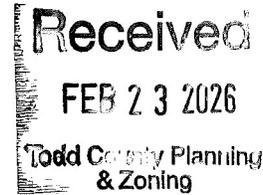


642 Lincoln Road  
Sauk Centre MN 56378  
Phone: (320)-352-2231  
Fax: (320)-352-6455  
Web: [www.srwdmn.org](http://www.srwdmn.org)

Adam Ossefoort  
Todd County Planning & Zoning  
215 1<sup>st</sup> Ave. S., Suite 103  
Long Prairie, MN 56347

February 23, 2026

Dear Adam:



I am writing to express my concerns about the upcoming requests for variances on Thursday, February 26, 2026 regarding setbacks and impervious surface coverage for two lakeshore properties within the Sauk River Watershed District. As you may know, the Sauk River Watershed District has administrative rules pertaining to stormwater which intend to improve the quality of the surface waters within the watershed district.

I have reviewed the requests for variances for the two properties in question (PID 03-0072000 and PID 11-0046000) and, while it appears that these two applicants may merely be requesting to construct what their neighbors have already constructed, I believe that setbacks and impervious surface limits exist for a reason. While I do not know the criteria which the Todd County Board of Adjustment uses to make their decision, if the board of adjustment decides to grant the variances, I ask the board to do so on the special condition that both properties include the installation of stormwater BMPs to treat their stormwater before it runs off their properties and into the lakes, in accordance with Sauk River Watershed District administrative rules.

Attached are a copy of Sauk River Watershed District administrative rules Section 7 – Stormwater and Section 8 – Erosion Control.

Thank you for your consideration.

Sincerely,

*Scott Wittkop*

Scott Wittkop

Drainage Ditch and Permit Manager  
Sauk River Watershed District  
Direct Office: 320-527-1047  
[scottw@srwdmn.org](mailto:scottw@srwdmn.org)

BOARD OF MANAGERS

Bill Becker, Russell Miller, Donavon McKigney, Kevin Lahr, David Zerr, Scott Klatt, Paul Hartmann, Eugene Mensen, Jon Folkedahl  
STAFF

Melissa Roelike, Allison Schugel, Jon Roeschlein, Abigail Borgerding, Steve Zeece III, Scott Wittkop, Kory Klebe

- b. Because of the unique conditions of the property involved, undue hardship to the applicant will result, as distinguished from mere inconvenience, if the strict letter of the rules is carried out. Economic considerations alone shall not constitute undue hardship if any reasonable use of the property exists under the terms of the District's rules.
- c. The proposed activity for which the exception is sought will not adversely affect the public health, safety, and welfare; will not create extraordinary public expense; and will not adversely affect water quality, water control, or drainage in the District.
- d. The intent of the District's rules is met.

An exception expires when the permit it is associated with expires. A violation of any condition for a permit where an exception has been granted shall automatically terminate the exception.

**Subd. 13. Coordination with Adjacent Jurisdictions.** The Board may, by Joint Powers or other agreement, coordinate with an adjacent jurisdiction to allow single permitting of an activity lying in both jurisdictions. In evaluating the propriety of such an agreement, the Board shall evaluate the consistency of regulatory standards between the District and the adjacent jurisdiction, the efficiency of allowing a single permit, and the proportion of the total project lying within the boundary of the District as compared to that lying within the adjacent jurisdiction.

## **SECTION 6. APPEALS/DISPUTE RESOLUTION**

Any person aggrieved by the adoption or enforcement of these rules or the denial of a permit by the District may appeal under the appeal and dispute resolution procedures provided in Minnesota Statutes Sections 103D.537 and 103D.539 or successor statutes.

## **SECTION 7. STORMWATER**

**Subd. 1. Purpose.** The District intends to manage stormwater runoff within the watershed to promote infiltration, encourage pretreatment, and minimize peak flows after storm events and spring snow melt.

**Subd. 2. Permit Required for Certain Development and Redevelopment.** A District permit is required for any development or redevelopment of the following properties:

- a. The development or redevelopment of property resulting in the creation of one acre or more of impervious surface.
- b. The development of any new Resort or PUD, which includes resort conversions.

- c. The expansion or replacement of a structure at an existing resort or PUD.
- d. The redevelopment of a parcel that currently exceeds impervious surface limits imposed upon property within shoreland by Minnesota Rules Chapter 6120 or by any political subdivision within the watershed. For the purposes of this subdivision the impervious surface limits imposed on property within shoreland shall apply to all property, whether in or out of shoreland, that discharged to any waterbody or wetland.

**Subd. 3. Standards.** A storm water permit application under this Section must meet the following standards:

- a. The runoff rate for the property after development shall not exceed runoff rates for the 2-year, 10-year, and 100-year 24-hour, and 7.2 inch 100-yr, 10-day snow melt runoff event for the predominant land use over the last 10 years.
- b. All development or redevelopment of property shall treat 0.5 inch of runoff from all newly created or redeveloped impervious surface on the property. Treatment methods, such as storm water BMPs, shall achieve removal of 80 percent of total suspended solids and 50 percent of total phosphorus prior to any runoff leaving the property.
- c. If the development or redevelopment drains to a discharge point within one mile of a special or impaired water, as defined by the MPCA NPDES General Permit, the property shall treat 1.0 inch of runoff from all newly created or redeveloped impervious surface on the property such that implemented storm water BMPs; meet the requirements of MPCA NPDES General Permit; achieve removal of 80 percent of total suspended solids and 50 percent of total phosphorus prior to any runoff leaving the property; and infiltrate 50 percent of the volume if possible. Treatment standards shall be based upon the predominant, existing pre-project conditions in the ten year period immediately preceding the activity.
- d. A site plan must be submitted with the permit application in accordance with **Appendix A**. The applicant must submit runoff calculations for 2-year, 10-year, and 100-year critical storm events. The applicant must also submit water quality calculations demonstrating that the total suspended solids and phosphorus standards will be met. Approved models are noted in **Appendix A**.

## **SECTION 8. EROSION CONTROL**

**Subd. 1. Purpose.** The District intends to prevent erosion and sedimentation into surface waters within the watershed by regulating land disturbing activities. The District

requires that erosion and sediment control measures be in place for all land disturbing activities above specific thresholds. The erosion control measures must minimize erosion and sedimentation to the greatest extent reasonably possible.

**Subd. 2. Permit and Plan Required for Certain Land Disturbing Activity.** A District permit is required for any person or political subdivision undertaking a land disturbing activity that is (a) greater than 200 square feet in area; **AND** (b) within 500 feet of any waterbody- or wetland.

**Subd. 3. Agricultural/Horticultural Exemption.** The ordinary agricultural practices of cultivating and planting, or activities required as part of an agricultural conservation program, performed as part of an ongoing farming operation on agricultural property, are exempt from this Section. Similarly, Horticultural practices (such as household gardens) disturbing up to 1,200 square feet, on any property, are exempt from this section. This exemption shall not include agricultural activities that disturb land in the right of way of any public road or in any road ditch adjacent to any public road.

**Subd. 4. Standards.** An erosion and sediment control plan must be submitted and approved before a permit may be issued. The plan must minimize erosion and sedimentation to the greatest extent reasonably possible. The plan must include the following standards:

- a. The project must be phased to the greatest extent possible to minimize the area of disturbed land at any given time.
- b. Site specific topography and soil conditions must be specifically addressed.
- c. Work in or near water bodies and wetlands shall be conducted so as to minimize increases in suspended solids in discharging run-off or receiving waters.
- d. Materials used in erosion prevention, such as riprap and bio-fabrics, shall be non-polluting under foreseeable conditions and shall be installed consistent with good engineering practices and in such a way to assure effectiveness and longevity of erosion control.
- e. Fill material shall be non-polluting. Spoils shall be prevented from entering public waters or drainage ways.
- f. BMPs must be utilized in a manner consistent with MPCA guidance documents.
- g. A site drawing must be submitted with the permit application in accordance with **Appendix A**.



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, February 2, 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](mailto:ToddPlan.Zone@Co.Todd.MN.US)  
Receipt # 20260033

## Appeal for a Variance

Applicant Paul Hartmann Accepted 2/18/2026

Mailing Address P.O. Box 477, OSAKIS, MN 56366 KLM

Site Address 19129 181 ST AVE LONG PRAIRIE, MN 56347

Phone Number [REDACTED]

E-Mail Address [REDACTED]

Property Owners Name & Address (if not applicant) \_\_\_\_\_

Paul Hartmann Properties LLC

Parcel Number(s) 17-0050300

Section: 8 Township 128

Zoning District (circle one): AF-1; AF-2; R-10; R-2; UG; RT; Commercial; Industry; or

Shoreland (Lake or River Name): Maple Lake

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

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

Septic System: Date installed 8-2-'05 Date of Compliance Inspection 2-6-'20

Is a new system needed:  yes  no  STS Design attached

Required for applications with existing septic systems: Approved design submitted for new system to be installed, new system installed within previous 5 years, or passing compliance inspection on existing system in previous 3 years

### Variations Requested:

What standards or requirements are you unable to maintain? (Check all that apply)

Lot width 210' Lot area .66 acre Lake or River setback  Bluff setback \_\_\_\_\_

Road right-of-way setback \_\_\_\_\_ Side Yard setback \_\_\_\_\_ Buildable area \_\_\_\_\_

Impervious surface coverage \_\_\_\_\_ Building/Structure Height 14' Other \_\_\_\_\_

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

Yes  No  Date of the meeting 2/2/26

[Signature]

Clerk

Optional Township Board Signature

Board Position

**LIST YOUR VARIANCE REQUEST(s)** and what, if the variance were granted, you intend to build or use the land for. **For example:** "Request to reduce the 10ft structural setback from my west side lot line to 8ft for the construction of a detached garage to be used for vehicle and personal storage."

- 1.) Reduce the 100' Setback from the HW Lakeshore to 87' for the construction of an attached garage
- 2.)
- 3.)
- 4.)

\*\*State Statutes Section 394.7 Subd7: Variances: Practical Difficulties. The BOA shall have the exclusive power to order the issuance of variances from the requirements of any official control including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of official control, and when variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with official rules; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.

The Board of Adjustment may impose conditions in the granting of a variance. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

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

No where on the lot meets setbacks to construct a garage. And its nice to have a garage in the winter.

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  
Survey

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.**

Paul Hartmann  
Applicant Name Printed

[Signature]  
Signature

\_\_\_\_\_ Date

Paul Hartmann Properties LLC  
Property Owner Name Printed

\_\_\_\_\_  
Signature (If different than applicant)

\_\_\_\_\_ Date

# IMPERVIOUS SURFACE WORKSHEET (FOR SHORELAND ONLY)

## APPLICANT INFORMATION

Name PAVE Hartmann Site Address 19129 SW 181st Ave  
 Phone [REDACTED] City OSAKA State NV Zip 89342  
 Mailing Address PO Box 477 Parcel Number 17 - 0050300  
 Lake/River Name Maple

**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: 28,750 sq ft

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

Existing	Proposed
1. <u>12x20 storage shed - 240 sq'</u>	<u>24x24 - 576 sq'</u>
2.	
3. <u>House Irregular - 1984</u>	
4.	
5.	
6.	<u>9.7%</u>
7.	
8.	

List all non-roofed hard surfaces: Examples include sidewalks, paver stones, retaining walls, patios, decks, driveways & parking areas (asphalt, concrete or gravel), and areas of landscaping underlain with plastic or other impervious liners:

Existing	Proposed
1. <u>Driveway 1056 sq'</u>	<u>Reduction of 576 sq' (driveway)</u>
2.	
3. <u>Rear Deck 10x44 440 sq'</u>	
4.	
5. <u>Front Deck 10x20 200 sq'</u>	<u>13.6%</u>
6.	
7.	
8.	

**Total of 25% of lot may be covered by impervious surfaces (15% of which are from roofed structures)**

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
Eliminate Part of DN	24x24 576 sq'	C

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.

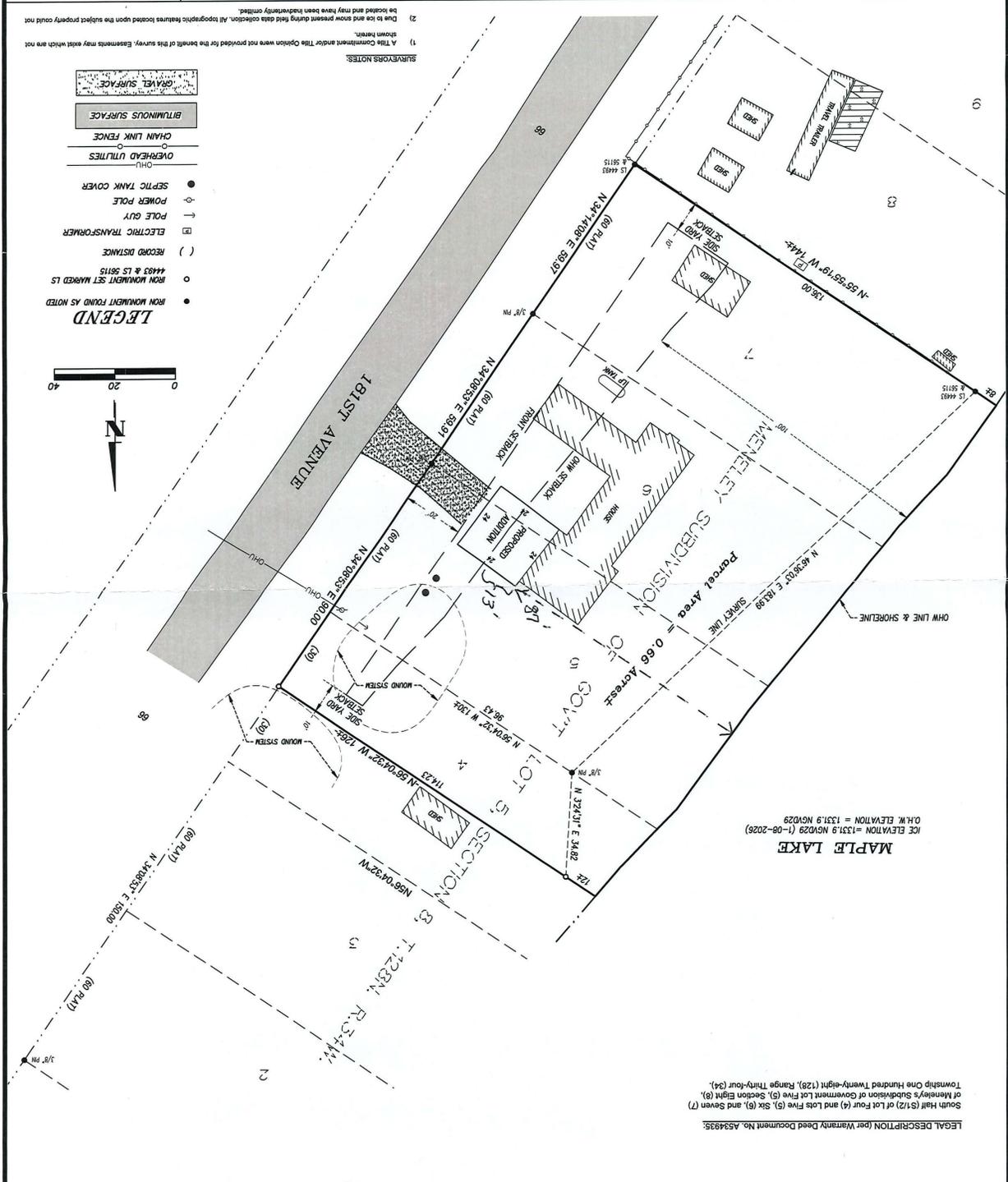
INFILTRATION BMP's

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.

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.

**STOCKEL JAHNER** LAND SURVEYING  
 a division of **MNSD**  
 1205 3rd Avenue East Alexandria, MN 56308  
 Phone: 320-753-8555 Website: mnsurveying.com Email: vjhr@mnsurveying.com  
 PREPARED FOR: **PAUL HARTMANN**  
 SEC. TWP. RANG. 8-12S-34 DATE: 01-20-2026  
 DRAWN BY: JMB/THD CHECKED BY: MEF  
 FILE NUMBER: 26-17007  
 License No. LS 56115 Date 01-20-2026  
 I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.



**CERTIFICATE OF SURVEY**  
 STOCKEL-JAHNER SURVEYING FILE NO. 26-17007  
 LEGAL DESCRIPTION (per Verbatim Deed Document No. A534935:  
 South Half (S1/2) of Lot Four (4) and Lots Five (5), Six (6), and Seven (7)  
 of Menefey's Subdivision of Government Lot Five (5), Section Eight (8)  
 Township One Hundred Twenty-eight (128), Range Thirty-four (34),  
 O.H.W. ELEVATION = 1331.9 NGVD29 (1-08-2026)  
 O.H.W. ELEVATION = 1331.9 NGVD29

**LEGEND**  
 ● IRON MONUMENT FOUND AS NOTED  
 ○ IRON MONUMENT SET MARKED LS #493 & LS 56115  
 ( ) RECORD DISTANCE  
 □ ELECTRIC TRANSFORMER  
 ○ POLE POLE  
 ○ SEPTIC TANK COVER  
 ○ OVERHEAD UTILITIES  
 ○ CHAIN LINK FENCE  
 BITUMINOUS SURFACE  
 GRAVEL SURFACE  
 SUBVEYORS NOTES:  
 1) A Title Commitment and/or Title Opinion were not provided for the benefit of this survey. Easements may exist which are not shown herein.  
 2) Due to ice and snow present during field data collection, all topographic features located upon the subject property could not be located and may have been inadvertently omitted.



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

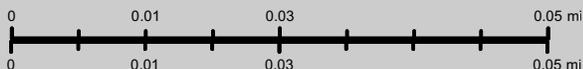
Todd County

MINNESOTA



Todd County GIS  
215 1st Ave S, Ste 102  
Long Prairie, MN 56347  
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**GIS Site Map**



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Printed on:  
Thursday, February 19, 2026



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

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Received

FEB 26 2026

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

Appeal for a Variance

Accepted 2/27/2026

Applicant Vertical Bridge - Alex Trueman

Mailing Address 4340 Stinson Blvd NE. Columbita Hts, MN 55421

Site Address PID 13-0025100

Phone Number [Redacted]

Property Owners Name & Address (if not applicant) Wild Men Properties LLC. 221 Lake St South, Suite 104. Long Priatie, MN 56347

Parcel Number(s) PID 13-0025100

Section: 27 Township 130

Zoning District (circle one): AF-1; AF-2; R-10; R-2; UG; RT; Commercial; Industry; or

Shoreland (Lake or River Name):

Full and Current Legal Description(s): NE1/4 of NE1/4 Sec 27 Twp 120 Range 34 (attach if necessary)

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

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

Is a new system needed: yes no STS Design attached

Required for applications with existing septic systems: Approved design submitted for new system to be installed, new system installed within previous 5 years, or passing compliance inspection on existing system in previous 3 years

Variations Requested:

What standards or requirements are you unable to maintain? (Check all that apply)

Lot width Lot area Lake or River setback Bluff setback

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

Impervious surface coverage Building/Structure Height Other

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

Yes X No Date of the meeting 2 / 9 / 2026

Optional Township Board Signature

Board Position

**LIST YOUR VARIANCE REQUEST(s)** and what, if the variance were granted, you intend to build or use the land for. **For example:** "Request to reduce the 10ft structural setback from my west side lot line to 8ft for the construction of a detached garage to be used for vehicle and personal storage."

1.) Proposed construction of a communications tower to provide vital emergency services coverage and improved cellular capacity to the community. Request to reduce the side yard property line setback from the required 230' to 82'6" in AE-1 zoning district.

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.**

Due to the wetlands located on the subject parcel the heigh-of-tower setback can not be achieved.

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

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

# SKETCH DRAWING

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.**

Alex Trueman  
Applicant Name Printed

Alex Trueman  
Signature

1/19/26  
Date

Jamie Flan Wildman Properties  
Property Owner Name Printed

[Signature]  
Signature (if different than applicant)

1-19-26  
Date

**AUTHORIZED AGENT FORM**

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

Site address PID 13-0025100

Section # 27 Township Name Iona

Parcel Number(s) 13-0025100

Property Owner(s) name (print) Jamie Flan Wild Men Properties

Property Owner(s) Signature(s)  Date 1-19-26

Authorized Agent(s) name (print) \_\_\_\_\_

Authorized Agent(s) Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Authorized Agent Phone Number \_\_\_\_\_

January 8, 2026

Pete Ryner  
The Towers, LLC  
750 Park of Commerce Drive, Suite 200  
Boca Raton, Florida 33487



B+T Group  
1717 S. Boulder, Suite 300  
Tulsa, OK 74119  
(918) 587-4630  
[btwo@btgrp.com](mailto:btwo@btgrp.com)

<b>Subject:</b>	<b>Fall Certification Letter</b>	
<b>Arcosa Designation:</b>	<b>Arcosa Project Number:</b>	<b>C147</b>
	<b>Arcosa Site Name:</b>	<b>Iona (US-MN-5470)</b>
<b>Engineering Firm Designation:</b>	<b>B+T Group Project Number:</b>	<b>26-000061</b>
<b>Site Data:</b>	<b>Iona (US-MN-5470)</b>	
	<b>220' Self Support Tower</b>	

To Whom it May Concern:

As Requested by Arcosa Telecom Structures on behalf of The Towers ,LLC, B+T Group is pleased to submit this "Fall Certification Letter" for the 220' Self Support Tower to be constructed at the **Iona (US-MN-5470)** site.

This tower will be designed in accordance with the TIA 222-H standard for Todd County, MN. The tower will be designed to support antennas and transmission lines for four wireless carriers. The design criteria are more particularly described as follows:

Design Wind Speed: 110 mph 3-sec gust (no ice), 50mph 3-sec gust (1.0" ice)  
Structure Class: II  
Exposure Category: C  
Topographic Category: 1

215'—Wireless Carrier 1 (CaAa= 42,000 sq in w/ (18) 1 5/8" transmission lines  
205'—Wireless Carrier 2 (CaAa= 30,000 sq in w/ (12) 1 5/8" transmission lines  
195'—Wireless Carrier 3 (CaAa= 30,000 sq in w/ (12) 1 5/8" transmission lines  
185'—Wireless Carrier 4 (1) 6' MW Dishes w/ (9) 1.625 transmission lines

It is our understanding that this Self Support Tower structure will be designed such that, if a failure were to occur due to a significant storm or other event, the tower would fall within a radius of 94' from the base of the structure with the top portion of the tower buckling over on the tower. Although the tower would not be designed to fail, stronger sections that required by analysis would be provided in the lower sections of the tower, resulting in an increased safety factor in the lower sections. In the highly unlikely event that this tower were to experience operational failure due to catastrophic wind loading, the design would enable the tower to fail through compression buckling. Failure in this manner would result in the upper portion of the tower buckling and folding over the lower portion, resulting in a fall radius of 94' from the base of the tower.

It should be understood that this opinion does not consider unpredictable extreme catastrophic events for which the structure is not designed. However, any damage to surrounding property caused by the tower failing during such an event would be relatively insignificant when compared to the damage caused to the surrounding property by the event itself.

Please contact us should you have any questions concerning the safety and design of the self support tower.

Letter prepared by: Angela Ashwood

Submitted by: B&T Engineering, Inc.  
Chad E. Tuttle, P.E.

**I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.**

Print Name: CHAD E. TUTTLE

Signature:

Date 1/8/26 License # 42966





Revised

CONSULTANT: **Edge** Consulting Engineers, Inc.  
www.edgeinc.com

TOWER OWNER: **verticalbridge** THE TOWERS, LLC

LESSOR: **verizon**

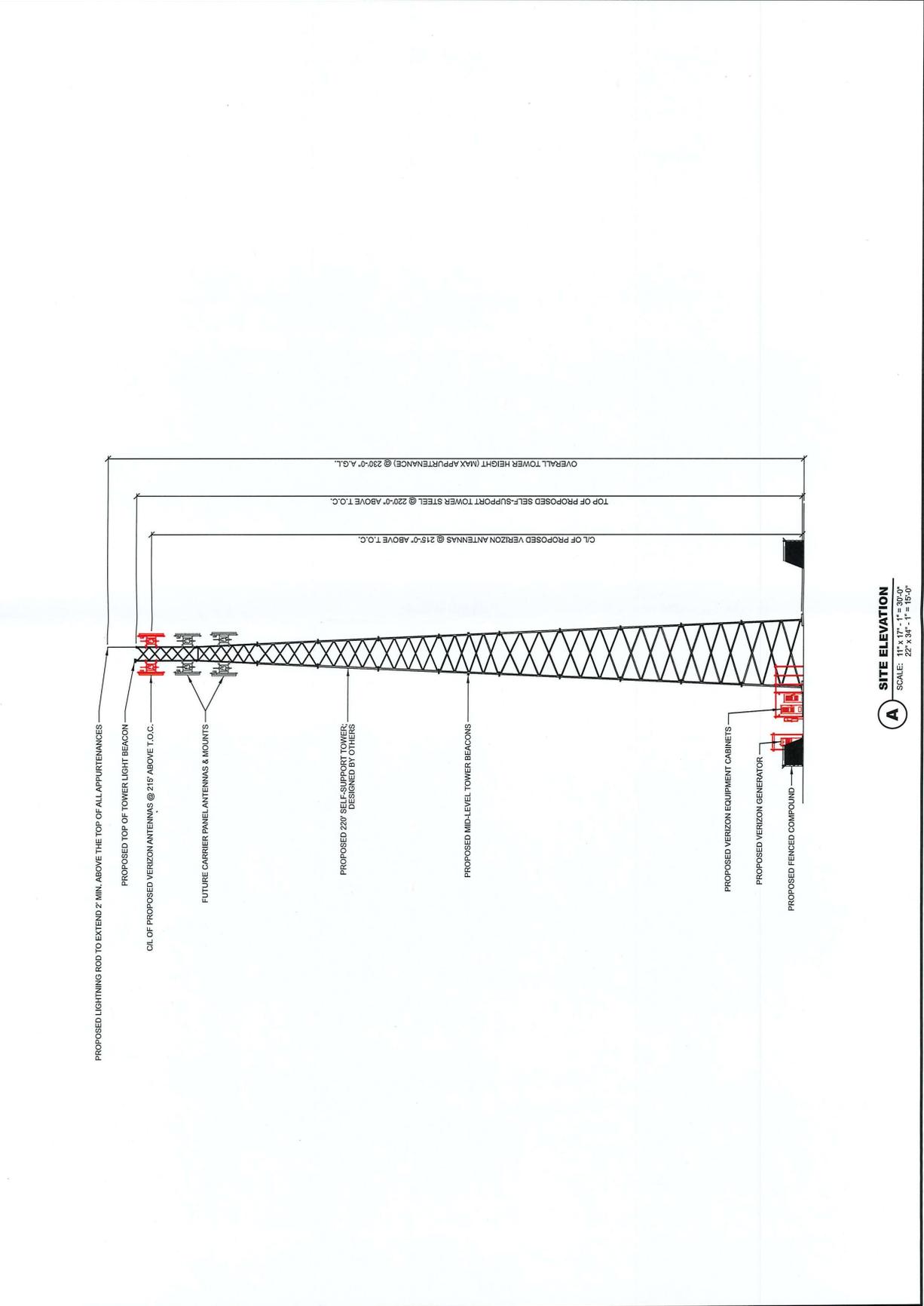
ENGINEER SEAL: **PRELIMINARY**  
NOT FOR CONSTRUCTION

I HEREBY CERTIFY THAT THIS PLAN UNDER MY DIRECT SUPERVISION AND CONTROL WAS PREPARED AND NOTED IN THE SHEET INDEX AND PROFESSIONAL LICENSE NUMBER STATE OF MINNESOTA.

**TOWER ELEVATION**  
IONA (VZM #: 1746869)  
BROWERVILLE, MINNESOTA

DATE	DESCRIPTION
MAY 11 2023	REV. A
MAY 12 2023	REV. B
MAY 12 2023	REV. C

DESIGNED BY: RLL  
CHECKED BY: ST7897  
SCALE: 1" = 30'-0"  
PROJECT # 46515  
SET TYPE LEASE EXHIBIT  
SHEET NUMBER **VB T-201**



**A** SITE ELEVATION  
SCALE: 1" = 17'-11" = 30'-0"  
22" x 34" - 1" = 15'-0"

13-0021800  
LUKE HATTON

13-0021701  
HRZ LLC

13-0021700  
JOHN & FANNIE  
KAUFFMAN

13-0022500  
JOHN & FANNIE  
KAUFFMAN

290TH ST

13-0025200  
THEODORE  
J MAY

13-0025100  
WILD MEN  
PROPERTIES LLC

13-0024500  
GARVIN &  
CHERYL HIEBERT

13-0025300  
THEODORE  
J MAY

13-0025400  
ROBERT J  
BLENINGER JR

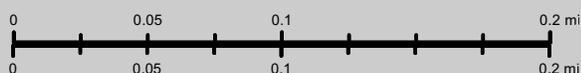
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, 2023

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:  
Tuesday, January 20, 2026