

## Minutes of the Todd County Board of Adjustment Meeting

April 23<sup>rd</sup>, 2026

Completed by: Sue Bertrand P&Z Staff

Site visit completed by Adam Ossefoort and Ken Hovet 3/24/2026 on the Hartmann Site  
Site visits completed by Adam Ossefoort and Bill Berscheit on 4/16/2026 on the Grafsgaard and Evans/Taylor sites.

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

Staff members: Adam Ossefoort and Sue Bertrand

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

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

Dan motioned to have the agenda approved, Mike seconded, voice vote, no dissent heard. Motion carried.

Ken motioned to have the March 26th meeting minutes approved. Dan seconded, voice vote, no dissent heard. Motion carried.

### **AGENDA ITEM 1: Paul Hartmann: – PID 17-0050300 – Little Sauk Township**

1. Request to reduce the lake setback from 100' to 87' for the construction of an attached garage in Recreational Development Shoreland Zoning District.

Paul was present as the applicant.

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.
2. Applicants shall obtain additional permitting from other government agencies as necessary including but not limited to the Sauk River Watershed District.

Paul confirmed the staff report was accurate.

Site visit Report:

Ken went over his site visit report. This report may be viewed in full, upon request, at the Planning and Zoning office.

Paul stated the only thing he does is clear some of the low brush from the shoreline, other than that, he leaves it alone.

Correspondence received:

Yes: Scott Whittkop from Sauk River Watershed District. This letter may be viewed in full, at the Planning and Zoning office, upon request.

Public comment: None

Board discussion:

Dan asked which way the water will flow after creating the "u" shaped area once the garage is built?

Paul stated the house is guttered and is thinking he will run a drain tile under the garage itself. Currently a tile goes under the house deck/breezeway where the water flows already. It is a 4" tile that drains to the back of the house (lake side). He will manage the water off the roof line with the gutters to tie into the existing tile drainage.

Russ where does the water go from the tile drainage?

Paul over the lawn, to the lake.

Dan, can we manage the water on this location?

Bill two things, address this drain tile and anything that is there in their storm water management plan and the 2<sup>nd</sup> is to maintain, with no change, his current undisturbed vegetation on the lakeshore through a condition so, years later it does not become a manicured mowed lawn down to the shore.

Adam amended the conditions.

Paul stated he mows four times a year as grass does not grow under the trees. He does have a bit of knowledge of this, as he works for the Sauk River Watershed District.

Russ asked about the orange marker.

Paul stated that is the property line, the proposed is about seventy feet from the north line.

Adam confirmed the distance and asked the board if they were okay with the amended conditions.

1. Development of a stormwater management plan to address all stormwater from the proposed addition. Management plan shall include plans to address water from the existing tile.
2. The steep slope along the lake frontage shall remain as a no mow zone. Woody vegetation may continue to be managed.

3. Applicants shall obtain additional permitting from other government agencies as necessary including but not limited to the Sauk River Watershed District.

Bill motioned to grant the variance, as requested (13') with the conditions as presented by Adam. Dan seconded.

Roll call vote commenced as follows:

<b>Board member</b>	<b>Vote (yes or no)</b>
Mike Soukup	Yes
Bill Berscheit	Yes
Dan Peyton	Yes
Ken Hovet	Yes
Russ VanDenheuvel	Yes

Motion carried.

**AGENDA ITEM 2: Brian & Tamara Grafsgaard: – PID 14-0037400 – Kandota Township**

1. Request to reduce the lake setback from 150' to 106' for the replacement of cabin and to expand/convert from three season to four season in Natural Environment Shoreland Zoning District.

Brian was present as the applicant.

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. Removal of 7'x10' shed as proposed in the application.
2. Development and submittal of a stormwater management plan prior to Land Use Permitting.
3. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. A 6' wide maintained area shall be allowed for dock access.
4. Applicant shall abide by all other applicable federal, state, and local standards.

Brian confirmed the staff report was accurate.

Site visit Report: Bill went through his site report. This may be viewed in full, upon request, at the Planning and Zoning office. Concerns about adding to the structure in the direction of an already hard to access well. He would like to see a pre-construction soil erosion control plan.

Correspondence received:

Yes: from Nancy Anderson, Jon and Connie Roufs, Bret Anderson and Steve and Susan Kluver. All supporting the variance request.

Public comment:

Mike Goetz, 11353 Admiral Lane, neighbors to the South of Grafsgaards, and are in support of this project. The only issue is the well, that Bill had brought up, and they ask it be uncoupled if it is going to be a four season. No other issues.

Board discussion:

Brian added he purchased the property in September 2014.

Russ asked where he parks.

Brian, Admiral Lane, as it is a driveway for three properties.

Russ asked if any of the water from the road makes it to the lake or is that the drain we see? It looks like it slopes all the way from the road to the lake. Do you know where the storm water goes from that drain? Just curious.

Brian stated he and Mike have theories of where it drains, but do not know for sure. Admiral Lane is elevated then flattens completely out for about 85' before sloping to the lake again.

Russ, asked about the bunk house and if it is on the property line?

Brian, very close, but has been there for a long time. It is just used for overflow and an extra place or for beds for the grandkids sometimes. There is a fence that delineates the property line, and it is just inside the line.

Dan asked who supplies the electricity for the well?

Brian stated Mike but agrees it would be a good plan to have their own well. Brian explained he is trying to get more depth to the bedrooms and add egress windows and expand the utility/bathroom. He has no intention of living there year-round but hopes to extend the season stay. Highly doubtful they will be there every day over the winter.

Mike Soukup asked if they could make it a condition that the well be disconnected from neighbor?

Adam stated he didn't feel we could do that, as it is all regulated through the State of MN, other than our setbacks to the sewer, we have never been involved with any agreements dealing with a well.

Bill agreed with Adam.

Mike stated this property should have its own water facility on his own property if it is increasing from three season to four and it should be uncoupled.

Bill stated we need to address the storm drain on the driveway and where the water is draining to and needs confirmation it is a good system. He is not convinced the new house could not be moved closer to the septic and further back from the lake.

Brian stated he was talking to his contractor and knows he has at least one extra foot towards the septic.

Adam explained the absorption area is the setback point and would have to look at the design and measure 20' to get a better idea.

Russ mentioned moving the septic as well.

Adam stated the septic is up against the road right of way and the only area possible to work with would be the proposed site and the edge of the septic drainfield. There may be more room to move away from the lake closer to the septic system.

Bill, the burden of proof is on the applicant, and we do not have a clear understanding and there is no data to show the new cabin cannot be moved further from the lake. Feels it should be back further. Perhaps there is little or none. We have not been given that information.

Russ suggested to table for more information.

Brian agreed to table and asked who to work with on this.

Adam stated we could work with him on getting that information, between himself and Kevin, and we could try find out about the drain.

Ken made the motion to accept his request to table until May 4<sup>th</sup>. Bill seconded, voice vote, no dissent heard, motion carried.

**AGENDA ITEM 3: Tom Evans & Coleen Taylor: – PID 14-0034600 – Kandota Township**

1. Request to reduce the lake setback from 100' to 94' for proposed replacement of deck in Recreational Development Shoreland Zoning District.

Colleen was present as the applicant.

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. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. A 6' wide maintained area shall be allowed for dock access.
2. Applicant shall abide by all other applicable federal, state, and local standards.

Colleen confirmed the staff report was accurate.

Site visit Report: Bill went through his site visit report for the record. This report may be viewed in full upon request at the Planning and Zoning office.

Correspondence received: None.

Public comment: None.

Board discussion:

Coleen stated it would be nice to have it wide enough out there to put a table and eat dinner.

Russ asked if she would be alright with condition #1, vegetative buffer of 10'?

Coleen explained how the shoreline is now. There is a built-up berm that prevents water from making it to the lake.

Russ asked Adam where the OHW is.

Adam stated probably in the middle of the rocks.

Colleen added the water very seldom makes it to the rocks. Asked where the 10' measurement starts from? Most of the water drainage goes to the swamp and anything from the house collects in front of the berm and does not make it to the lake.

Adam amended the condition for the measurement of the 10' no mow begins at the top of the rocks.

Danny asked Bill if this is 50% screening with leaf on conditions?

Bill stated our standard condition could be added as a condition for 50% screening. He added the ground is very saturated. It is like walking on a sponge. Very saturated. On either side of the lot, you could get large staturated trees to grow.

Adam amended the conditions.

Dan right on the berm itself, 50% screening, need grass and trees. That would give us the root structure to help with erosion.

Russ explained to Coleen what the board is asking, that the roots created will help maintain your shoreline and help with erosion.

Coleen added, she knows there is clay and old tree roots under the ground down by the lake.

Dan explained the reason for the 50% screening. He added, when on the lake, the public likes to see nature, not the houses. We ask that there be some trees, as we need the roots to help stabilize the sub soil, but 50% sunlight to get through to help the grass grow. That is why he suggested right on the berm as it will help support the rock structure and everything.

Some discussion on what type of trees and height.

Adam stated we have a list, whatever fits that soil. Added, in the middle of the summer, with the leaves on, when out on the lake, looking back at the shore the height of the trees should help screen 50%. So whatever fits that criteria is acceptable and Adam stated we can help with that.

Russ asked Coleen if she was o.k. with those conditions, and Coleen agreed to plant a couple of trees and find out which kind are good, that won't rot.

Bill motioned to grant the variance as requested with the conditions as proposed and Russ seconded.

- 1. Establishment of a 10' vegetated buffer (no mow zone) along the lake frontage. The 10' shall be measured from the top of the rock riprap. A 6' wide maintained area shall be allowed for dock access.
- 2. Applicant shall maintain a minimum of 50% screening as viewed from the lake during leaf on conditions.
- 3. Applicant shall abide by all other applicable federal, state, and local standards.

Roll call vote commenced as follows:

<b>Board member</b>	<b>Vote (yes or no)</b>
Mike Soukup	Yes
Bill Berscheit	Yes
Dan Peyton	Yes
Ken Hovet	Yes
Russ VanDenheuvel	Yes

Motion carried.

Dan motioned to adjourn and Ken seconded. Voice vote to adjourn. No dissention heard. Motion carried and the meeting adjourned at 7:10 PM.