



The following is the agenda for **Thursday, February 5th, 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 the January 8th, 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 applicant, staff, and public

1. Sacred Heart Addition: Sisters of the Society Saint Pius X, Inc. Section 07, Hartford Township

Site Address: 708 8th St. W., Browerville, MN 56438

PID: 12-0007400.

1. Request to create a +/- two-acre, one lot plat, for a convent cemetery in Residential-2 Zoning District.

2. Adam Froseth: Section 22, Kandota Township, Sauk Lake

Site Address: 43543 County Rd 17, Sauk Centre, MN 56378

PID: 14-0024803

1. Request to install a ground mount Solar system to exceed 120% of the annual average energy consumption in AF-2 Zoning District.

3. Amendment to Article XII. Regulation on Cannabis Businesses, Todd County Planning and Zoning Ordinance

Adjournment –

Next meeting: March 5th, 2026

Planning Commission Meeting Minutes

January 8, 2026

Completed by: Sue Bertrand, P&Z Staff

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

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

Staff members: Adam Ossefoort and Sue Bertrand

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

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

Introduction of the staff and board members by Jim.

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

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

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

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

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

Roll Call Vote:

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

Motion carried.

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

Roll Call Vote:

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

Motion carried.

Roger made the motion to keep Business Rules as is. Seconded by Lloyd.

Roll Call Vote:

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

Motion carried.

Andy Watland joined the meeting a bit late.

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

PID: 19-0029102.

Donniel has withdrawn her application.

AGENDA ITEM 3: Richelle Taylor-Section 11, **Birchdale Township**, Fuller Lake

Site Address: 27740 County 98, Grey Eagle, MN 56336

PID: 03-0008202

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

Richelle Taylor was present as the applicant.

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

Recommendation:

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

Correspondence received: None.

Public comment: None.

Board discussion:

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

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

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

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

Ken, how busy are you?

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

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

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

Andy asked why 22 up from 14?

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

Roger stated it used to house the clergy.

Lloyd added, the Bishop used to stay there.

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

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

Recommendation:

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

Roll call vote commenced as follows:

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

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

AGENDA ITEM 4: First Creek Addition Plat, Robert & Judith Berscheid-Section 24, Birchdale Township, Little Birch Lake
Site Address: 28449 County 2, Grey Eagle, MN 56336
PID: 03-0019400

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

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

Recommendation:

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

Proposed Conditions:

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

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

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

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

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

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

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

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

Roger asked about the 18' cap.

Adam confirmed 18' if non-conforming.

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

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

Jim stated there is a setback.

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

Board discussion:

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

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

Adam could not confirm the garden information.

Ken seconded Roger's motion.

Roll call vote commenced as follows:

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

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

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



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

SUBDIVISION APPLICATION

Property Owner: DAVID & JOANNE BENNING

Mailing Address: 708 8th STREET WEST

Email: _____ Phone: _____

Developer (if not property owner): SISTERS OF THE SOCIETY SAINT PIUS X, INC.

Mailing Address: 540 8th STREET WEST

Email: _____

Parcel Number 12-0007400 Lake/River Name: _____

Legal Description (attach if necessary):

ATTACHED

Land is presently zoned R-2 Zone Requested or required R-2

Total Amount of land involved: 2.00 Acres ±

Explain Proposal Here:

LAND WILL BE USED AS A CONVENT CEMETERY.

Proposed Name of Subdivision: SACRED HEART ADDITION

Yes ✓ No _____ Contacted the Recorders Office to ensure plat name has not been previously used.

1. How will sewer and water service be provided for the proposed subdivision?

(a) Is the proposed subdivision near or adjacent to a municipality providing public sewer and/or water? Yes No ✓

*Received
JAN 09 2026
Todd County Planning
& Zoning*

(b) Is private sewer proposed? Yes No

If yes, attach a written report provided by a licensed sewer designer stating that they have conducted soil borings on each proposed lot and that there are at least two soil treatment areas on each lot that can support a standard sewage treatment system (STS). Documentation of the soil borings may be required.

(c) Is private water supply proposed? Yes No

2. Do you own additional land adjacent to the proposed subdivision that you intend to develop in the future? Yes No

3. Did you meet with the Township Board to present the Preliminary Plat?

Yes No Date of the meeting: 12 / 22 / 2025

Russell A. Turner
Optional Township Board Signature

Chairman
Board Position

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

Sister JEAN NOEL GOLDADE
Developer's Name Printed

Sr Jean Noel Goldade
Signature

12-22-25
Date

David L. Benning
Property Owner Name Printed

David L Benning
Signature (If different than applicant)

12-16-25
Date

Attachments – Must be included to be accepted at the Planning & Zoning Office:

(1) Five (5) – 8 ½" by 14" or 11" by 17" copies and two (2) larger copies of the Preliminary plat.
or

(2) One (1) - 8 ½" by 14" or 11" by 17" digital copy in .pdf format

(3) Statement from a Licensed Septic Designer – locations on each proposed lot for placement of two standard soil treatment system.

(4) Wetland Delineation or statement from a Certified Wetland Delineator that one is not necessary for this plat.

(5) Total fees. Plat hearing fee: Make checks payable to the Todd County Treasurer.

(1) Plats with 1 to 4 lots are \$600 plus \$200 per lot

(2) Plats over 4 lots are \$1000 plus \$200 per lot

(3) ALL plats: \$56 recording fee submitted to Todd County Recorder's Office.

2.00 Acre Tract

That part of the Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$) of Section 7, Township 130 North, Range 33 West, Todd County, Minnesota, described as follows:

Commencing at the northeast corner of said Section 7;

thence South 00 degrees 22 minutes 28 seconds East, assumed bearing along the east line of said Section 7, a distance of 660.00 feet to the south line of the North 660.00 feet of said Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$), said point also being the point of beginning of the land to be described;

thence continuing South 00 degrees 22 minutes 28 seconds East, along said east line of Section 7, a distance of 388.28 feet to a point that is 275.00 feet north of the southeast corner of said Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$);

thence South 89 degrees 41 minutes 13 seconds West, parallel with the south line of said Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$), a distance of 197.00 feet;

thence North 08 degrees 21 minutes 20 seconds West 392.61 feet to aforesaid south line of the North 660.00 feet of the Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$);

thence North 89 degrees 47 minutes 39 seconds East, along said south line of the North 660.00 feet of the Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$), a distance of 251.51 feet to the point of beginning.

The tract contains 2.00 acres more or less, subject to any easements of record.



Compliance Inspection Winter Agreement Form

PURPOSE:

Due to seasonal conditions, a Winter Agreement Form may be submitted to the Planning and Zoning Office in lieu of a compliance inspection for property transfers and permit application between the dates of November 15th and April 15th that ensures a compliance inspection will be completed by June 1, 2025. *26 (ARO)*

INSTRUCTIONS:

Property transfers and the application for permits requiring compliance inspections: Prior to the property transfer or the issuance of a permit, submit the completed form, including the required signatures, to the Planning and Zoning Office for review. A **paid receipt** from a MN licensed compliance inspector **must** be included.

Reason for this Winter Agreement (mark all that apply): **Building Permit Application**

Property Transfer

Landowner-please print

Name:	DAVID & JOANNE BENNING	Phone #:	[REDACTED]
Mailing Address:	708 8 th STREET WEST, BROWERVILLE	State:	MN Zip: 56438
Site Address or PIN:	708 8 th STREET WEST, BROWERVILLE	State:	MN Zip: 56438

Purchaser (for transfers only)-please print

Name:	SISTERS OF THE SOCIETY SAINT PIUS X, INC.	Phone #:	[REDACTED]
Mailing Address:	540 8 th STREET WEST, BROWERVILLE	State:	MN Zip: 56438

Compliance Inspector's paid receipt is attached* *required for approval

It is understood by all parties that the septic system(s) located on parcel # 12 -- 0007400 must have undergone a compliance inspection by June 1, 2025.

It is the responsibility of the land owner to ensure a compliance inspection is completed on the septic system(s) by a MN licensed compliance inspector by the above deadline. By signing this document all parties understand that failure to meet the deadline will be considered a violation of the Todd County Ordinance by the land owner and will be processed as such. In order for this Winter Agreement to be accepted in lieu of a compliance inspection, all portions of this form must be completed and a paid receipt included.

Landowner Signature:

David J Benning

DATE *1-6-26*

Purchaser Signature:

St. Jean- Nael Goldade

DATE *1-6-26*

Planning and Zoning Signature:

Chad Twardowski Excavating INC

26808 Cty Rd 30
Long Prairie, MN 56347
Phone 320-732-3809
Cell 1-320-760-1127

Invoice

Date	Invoice #
1/6/2026	3359

Bill To
Sisters of the Society Saint Pius X, Inc 540 8th Street West Browerville MN 56438

01/06/2026

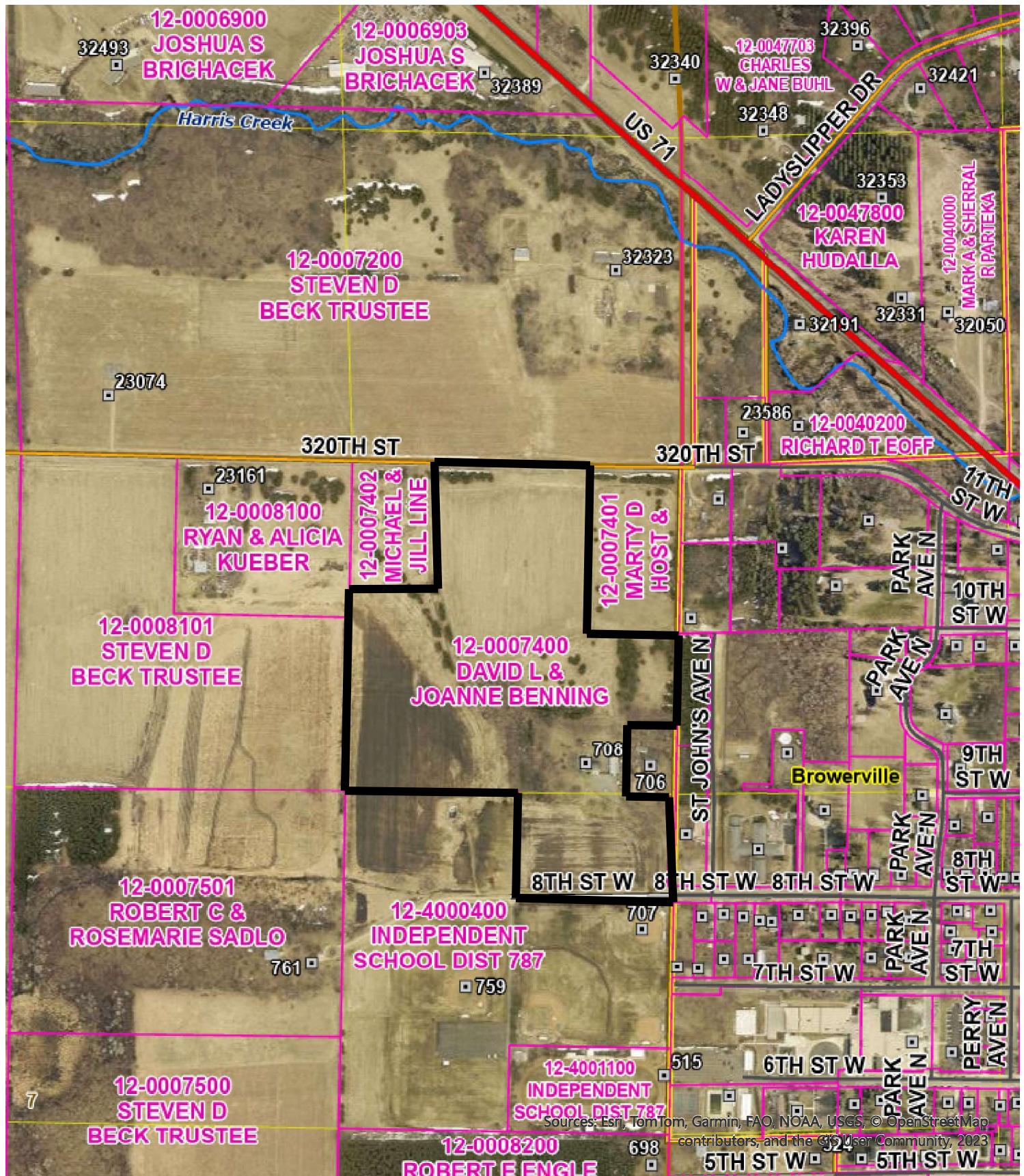
CK.# 13720

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Septic inspection for Dave Benning	400.00	400.00
	Pumping of tanks	165.00	165.00
Thank you for your business.			

Total

\$565.00

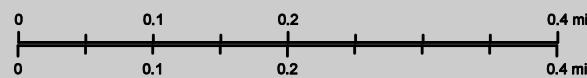


Todd County
MINNESOTA



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:
Friday, January 6, 2023



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

pd. \$600.00 receipt #2026-002

Received

JAN 08 2026

Todd County Planning
Planning

CONDITIONAL USE PERMIT APPLICATION

Site Address 11413 US 71 SAUK CENTRE MN 56378

Phone Number [REDACTED]

Property Owners Name & Address (if not applicant) ADAM FROSETH Mailing Address 43543 cond 17 sauk centre MN
(1701500-2)

Parcel ID(s) 14-0024803 Township Londota Lake/River Name Sauk (N. Bay)

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

Recreation
Development

Full and Current Legal Description(s) sec EXHIBIT "A"
(attach if necessary)

Current tax statement or other proof of ownership attached yes no

Measurement of land involved: Width 134 Length 145 Acres .003

Septic System: Date installed 10/19/2025 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:

ground mount Solar - to exceed 120%

Did you meet with the Township Board to present the Application for Conditional Use Permit?
Yes No _____ Date of the meeting: 12/8/25

Allen W. Weller
Optional Township Board Signature

Chairman
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**

no

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

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

RETURN APPLICATION, SITE PLAN, SEWER INFORMATION AND ANY ADDITIONAL 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****

Adam Froseth
Applicant Name Printed

Adam Froseth
Signature

12-28-25
Date

Adam Froseth
Property Owner Name Printed

Signature (If different than applicant)

12-28-25
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).

Site Plan

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

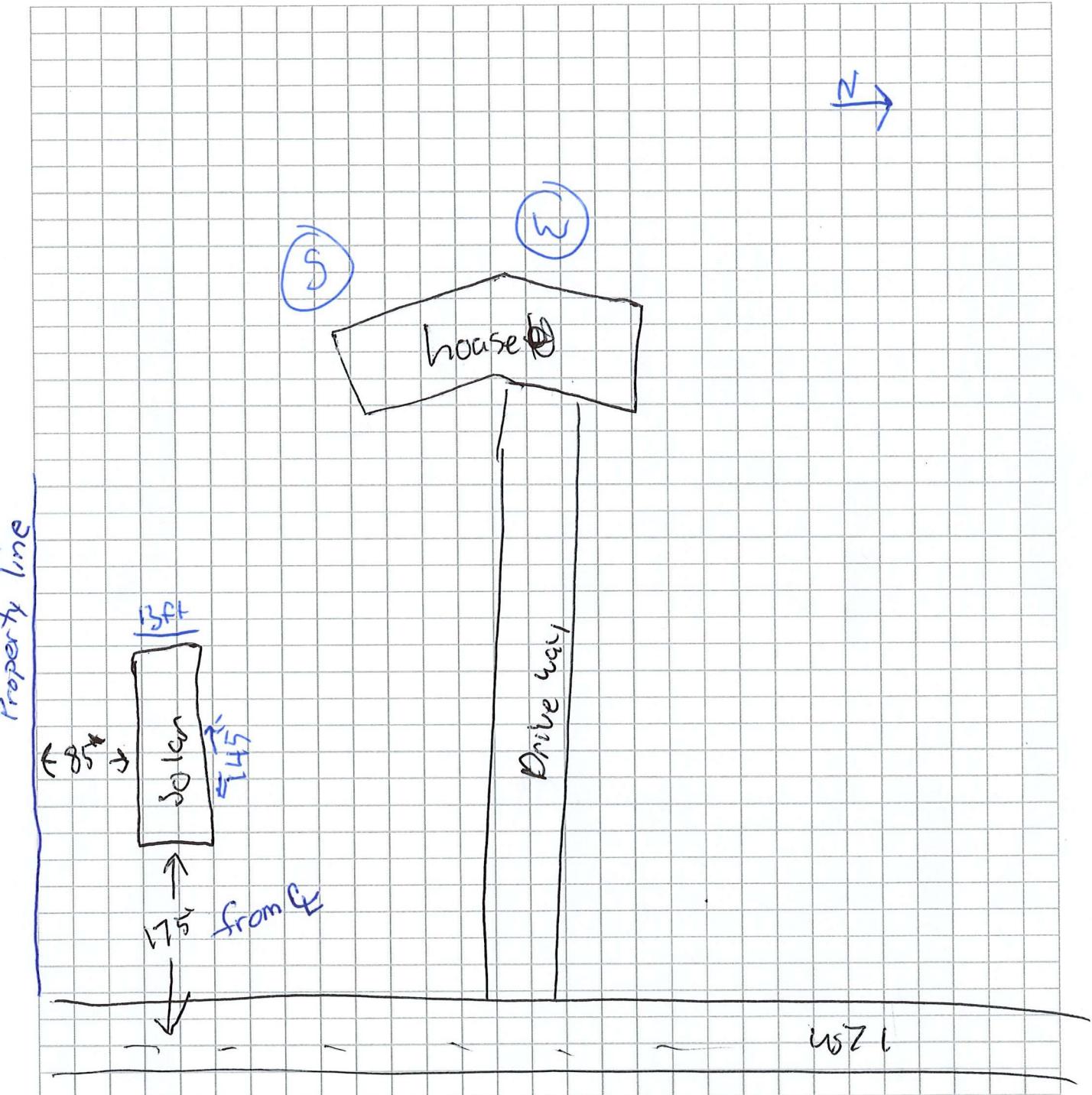


EXHIBIT "A"

That part of the Northwest Quarter, Section 22, Township 127 North, Range 34 West, Todd County, Minnesota, described as follows:

Commencing at the southwest corner of said Northwest Quarter;

thence on an assumed bearing of North 86 degrees 05 minutes 13 seconds East along the south line of said Northwest Quarter a distance of 1644.60 feet to the point of beginning of the land to be described;

thence North 14 degrees 21 minutes 18 seconds East 372.37 feet;

thence North 86 degrees 05 minutes 13 seconds East 649.07 feet to the centerline of Trunk Highway No. 71;

thence South 19 degrees 59 minutes 01 seconds East along said centerline 220.50 feet;

thence southeasterly along said centerline and along a tangential curve, concave to the southwest, radius 2965.08 feet, central angle 02 degrees 49 minutes 52 seconds 146.51 feet to said south line of the Northwest Quarter;

thence South 86 degrees 05 minutes 13 seconds West along said south line 863.89 feet to the point of beginning.

Containing 6.15 acres more or less. Subject to an existing Trunk Highway No. 71 easement of record over the easterly portion thereof.



Todd County

Tax Web

Parcel #: 14-0024803

As Of: Jan 7, 2026

Results List

8

Counties Providing Technology
Copyright © 2019 - 2026
Ver 1.2 - 11/17/2025 14:23:48

Tax Information		General		Asmt: 2024 Pay: 2025		Market/Tax	
Receipt #	9991	Taxpayer#	41388	Estimated Market	29,50	Rate	0.2610
Property Class	101	FROSETH / ADAM		0	(80.25600)	0	Gross Tax
1	AGRICUL	43543 C0 RD 17	SAUK CENTRE MN 56378	29,50	County	0	Credits
Homestead	0 NON	TURE	0	0	Twp/City	129.82	Spec Asmt
Cho-HS	80	HOMEST	0	0	State	18.46	Net Tx Due
MP#	14-0024803	EAD		New Improvements	Sch Voter	0.00	196.00
				Sch Other	16.94	Tax AB/Add	
				County Wide	28.33	S.A. AB/Add	0.00
				Tax Incr	0.24	Adjusted Net	196.00
				Watershed	0.00		
				TC Total	295	Total Receipts	196.00
				TC Hstd	0	Remaining Due	0.00
				TC Non Hstd	295		
				TC H/G Hstd	0		
				TC QTA	0		
				Agri	0.00		
TC State	0	City			MAY 15	98.00	
School Bond Credit	41.50	Sch Ref-Info			NOVEMBER 17	98.00	
Ag Credit	0.00	Extra C.W.					
Other Credit	0.00	Non Sch Ref					
QTA Tax Amt	0.00						

A ■ B ■ C ■ D ■ E ■ F ■ G ■ H

A ■ B ■ C ■ D ■ E ■ F ■ G ■ H

NEW PV SYSTEM: 49.500 kWp

ADAM FROSETH

11413 US-71,

Sauk Centre, MN 56378

APN: -

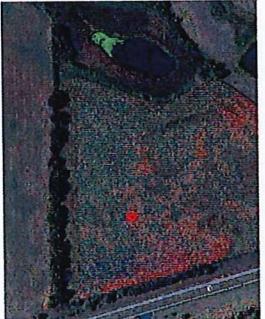
GENERAL NOTES

1. THIS PHOTOVOLTAIC (PV) SYSTEM SHALL COMPLY WITH THE NATIONAL ELECTRIC CODE (NEC) ARTICLE 690, ALL MANUFACTURER'S LISTING AND INSTALLATION INSTRUCTIONS, AND THE RELEVANT CODES AS SPECIFIED BY THE AUTHORITY HAVING JURISDICTION (AHJ).
2. THE UTILITY-INTERCONNECTED APPLICATION MUST BE APPROVED AND PV SYSTEM INSPECTED PRIOR TO PARALLEL OPERATION.
3. GROUND FAULT DETECTION AND INTERRUPTION (GFDI) DEVICE IS INTEGRATED WITH THE INVERTER IN ACCORDANCE NEC 690.41(B).
4. ALL PV SYSTEM COMPONENTS MODULES, UTILITY-INTERACTIVE INVERTERS AND SOURCE CIRCUIT COMBINER BOXES ARE IDENTIFIED AND LISTED FOR USE IN PV SYSTEMS AS REQUIRED BY NEC 690.4 PV MODULES UL 773, IEC61730, AND IEC61215, AND NFPA 70 CLASS C FIRE INVERTERS: UL 1741 CERTIFIED, IEEE 1547, 929, 519.
5. MAX DC VOLTAGE CALCULATED USING MANUFACTURER PROVIDED TEMP COEFFICIENT FOR VOC, IF UNAVAILABLE, MAX DC VOLTAGE CALCULATED ACCORDING TO NEC 690.7 6. ALL INVERTERS, PHOTOVOLTAIC MODULES, COMBINER BOXES, UL 1703 OR UL 1741 ACCESSORY, PHOTOVOLTAIC PANELS, AND SOURCE CIRCUIT COMBINERS INTENDED FOR USE IN A PHOTOVOLTAIC POWER SYSTEM WILL BE IDENTIFIED AND LISTED FOR THE APPLICATION PER 690.4 (D). SHALL BE INSTALLED ACCORDING TO ANY INSTRUCTIONS FROM LISTING OR LABELING (NEC 110.3).
7. ALL SIGNAGE TO BE PLACED IN ACCORDANCE WITH LOCAL BUILDING CODE, IF EXPOSED TO SUNLIGHT, IT SHALL BE UV RESISTANT. ALL PLAQUES AND SIGNAGE WILL BE INSTALLED AS REQUIRED BY THE NEC AND AHJ.
8. PRIME CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND SPECIFICATIONS OF THE GRID-TIED PHOTOVOLTAIC SYSTEM RETROFIT. PRIME CONTRACTOR WILL BE RESPONSIBLE FOR COLLECTING EXISTING ON-SITE REQUIREMENTS TO DESIgN, SPECIFY, AND INSTALL THE EXTERIOR ROOF-MOUNTED PORTION OF PHOTOVOLTAIC SYSTEMS DETAILED IN THIS DOCUMENT.

SHEET LIST TABLE	
SHEET NUMBER	SHEET TITLE
T-001	COVER PAGE
G-002	GENERAL NOTES
A-101	SITE PLAN
A-102	ELECTRICAL PLAN
A-103	SOLAR RACKING PLAN
E-601	LINE DIAGRAM
E-602	LINE DIAGRAM
E-603	PLACARDS
R-001	RESOURCE DOCUMENT
R-002	RÉSOURCE DOCUMENT
R-003	RESOURCE DOCUMENT

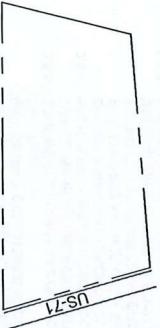


CONTRACTOR	CENTRIC ELECTRIC INC PHONE: -
AUTHORITIES HAVING JURISDICTION	BUILDING: CITY OF SAUK CENTRE ZONING: CITY OF SAUK CENTRE UTILITY: -
DESIGN SPECIFICATIONS	OCCUPANCY: II-B CONSTRUCTION: COMMERCIAL ZONING: COMMERCIAL GROUND SNOWLOAD: 50 PSF WIND EXPOSURE: C WIND SPEED: 110 MPH
COVER PAGE	PAPER SIZE: 11" x 17" (ANSI B) DATE: 08/21/2025 DESIGN BY: _____ CHECKED BY: _____
REVISIONS	T-001.00 (SHEET 1)



01 AERIAL PHOTO

SCALE: NOT TO SCALE



4. SCOPE OF WORK

1. PV RACKING SYSTEM - SKY RACK GROUND MOUNT
2. PV MODULE AND INVERTER INSTALLATION - PHILADELPHIA SOLAR PS-M144(HCBP)-550W / SMA SBSE 9.6
3. PV EQUIPMENT GROUNDING
4. PV SYSTEM WIRING TO A ROOF-MOUNTED JUNCTION BOX
5. PV LOAD CENTERS (IF INCLUDED)
6. PV METERING/MONITORING (IF INCLUDED)
7. PV DISCONNECTS (IF INCLUDED)
8. PV GROUNDING ELECTRODE & BONDING TO (E) GEC
9. PV FINAL COMMISSIONING
10. SIGNAGE PLACED IN ACCORDANCE WITH LOCAL BUILDING CODE

6. SYSTEM SIZE

STC: 90 X 550W = 49.500 kW
PTC: 90 X 495W = 44.350 kW
(90) PHILADELPHIA SOLAR PS-M144(HCBP)-550W
(4) SMA SBSE 9.6

02 PLAT MAP

SCALE: NOT TO SCALE



APPLICABLE CODES & STANDARDS
BUILDING: IBC 2018, RC 2018
ELECTRICAL: NEC 2017
FIRE: IFC 2018

A

B

C

D

E

F

G

H

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
2.1.1	2.1.2	2.1.3	2.1.4	2.1.5	2.1.6	2.1.7	2.1.8	2.1.9	2.1.10	2.1.11	2.1.12	2.1.13	2.1.14	2.1.15	2.1.16	2.1.17	2.1.18	2.1.19	2.1.20	2.1.21	2.1.22	2.1.23	2.1.24	2.1.25	
2.1.1	2.1.2	2.1.3	2.1.4	2.1.5	2.1.6	2.1.7	2.1.8	2.1.9	2.1.10	2.1.11	2.1.12	2.1.13	2.1.14	2.1.15	2.1.16	2.1.17	2.1.18	2.1.19	2.1.20	2.1.21	2.1.22	2.1.23	2.1.24	2.1.25	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1	2.4.2	2.4.3	2.4.4	2.4.5	2.4.6	2.4.7	2.4.8	2.4.9	2.4.10	2.4.11	2.4.12	
2.2.1	2.2.2	2.2.3	2.2.4	2.2.5	2.2.6	2.2.7	2.3.1	2.3.2	2.3.3	2.3.4	2.3.5	2.3.6	2.4.1												

卷之三

Electric Inc.
Centre

CONTRACTOR

ADDRESS: 43543 County Road 11
PHONE: (320) 352-0160
CENTER ELECTRIC INC

卷之三

HIC. NO.:
ELE. NO.:

UNAUTHORIZED USE OF THIS
DRAWING SET WITHOUT WRITTEN

PERMISSION FROM CONTRACTOR
IS IN VIOLATION OF U.S.
COPYRIGHT LAW AND WILL BE
ENFORCED.

COPYRIGHT LAWS AND WILL BE SUBJECT TO CIVIL DAMAGES AND PROSECUTIONS.

NEW PV SYSTEM: 49.500 kWp

ADAM FROSETH

11413 US-71,
Sauk Centre, MN 56378

ENGINEER OF RECORD

הנצרות והסוד

PAPER SIZE: 11" x 17" (ANSI B)

GENERAL

NOTES

DATE: 08/21/2025
DESIGN BY:

CHECKED BY:

REVISIONS

G-002

(SHEET 2)

卷之三

G-002
(SHEET 2)

GENERAL NOTES

1. FIELD VERIFY ALL MEASUREMENTS
2. ITEMS BELOW MAY NOT BE ON THIS PAGE

PROPERTY LINE

CONTRACTOR

CENTER ELECTRIC INC

PHONE: 612-352-0160

ADDRESS: 43543 County Road 17

Sauk Centre, MN 56378

LIC. NO.: # E0003697

HIC. NO.:
ELE. NO.:

UNAUTHORIZED USE OF THIS
DRAWING SET WITHOUT WRITTEN
PERMISSION FROM CONTRACTOR
IS IN VIOLATION OF U.S.
COPYRIGHT LAWS AND WILL BE
SUBJECT TO CIVIL DAMAGES AND
PROSECUTIONS.

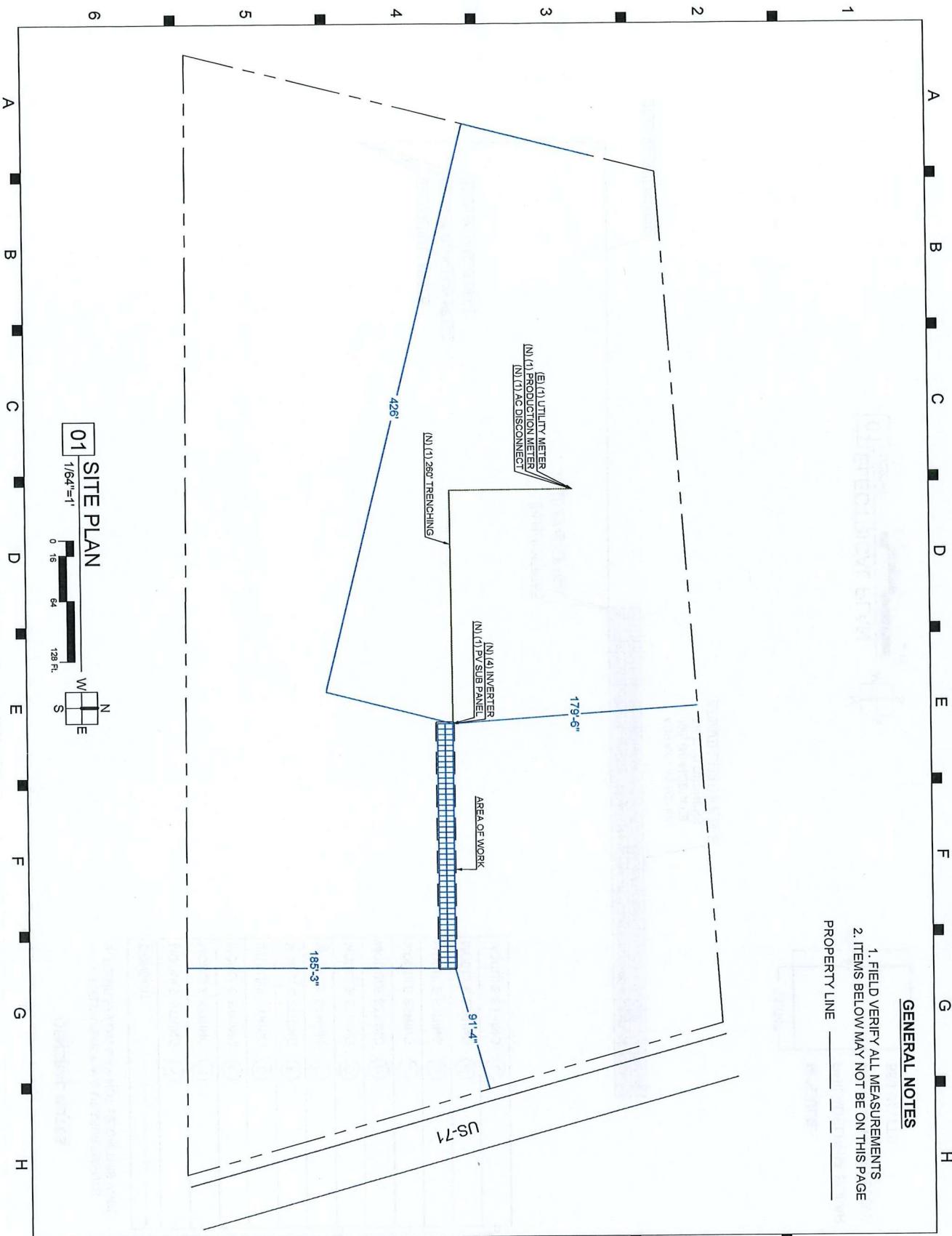
NEW PV SYSTEM: 49.500 kWp

ADAM FROSETH
14413 US-1,
Sauk Centre, MN 56378
APN: -

ENGINEER OF RECORD

01 SITE PLAN
1/64"=1'
0 16 64 128 ft
N S E W

A-101.00
(SHEET 3)



 **Centre
Electric Inc.**

PAPER SIZE: 11" x 17" (ANSI B)

SITE PLAN

DATE: 08/21/2025
DESIGN BY:
CHECKED BY:
REVISIONS

A ■ B ■ C ■ D ■ E ■ F ■ G ■ H

1

GENERAL NOTES

1. FIELD VERIFY ALL MEASUREMENTS
2. ITEMS BELOW MAY NOT BE ON THIS PAGE

CONDUIT — — — — —

MODULE STRING (A)

MODULE STRING (B)

MODULE STRING (C)

MODULE STRING (D)

MODULE STRING (E)

MODULE STRING (F)

MODULE STRING (G)

MODULE STRING (H)

MODULE STRING (I)

MODULE STRING (J)

MODULE STRING (K)

MODULE STRING (L)

UNAUTHORIZED USE OF THIS
DRAWING SET WITHOUT WRITTEN
PERMISSION FROM CONTRACTOR
IS IN VIOLATION OF U.S.
COPYRIGHT LAWS AND WILL BE
SUBJECT TO CIVIL DAMAGES AND
PROSECUTIONS.

LIC. NO. # 00003697
HC. NO.:
EL.E. NO.:
Sauk Centre MN 56378

ADAM FROSETH
114131US71,
Sauk Centre, MN 56378
APN: -

NEW PV SYSTEM: 49,500 kWp

ELECTRICAL PLAN

PAPER SIZE: 11" x 17" (ANSI B)

DATE: 08/21/2025

DESIGN BY: _____

CHECKED BY: _____

REVISIONS: _____

A-102.00
(SHEET 4)

(E) (1) UTILITY METER
(N) (1) PRODUCTION METER
(N) (1) AC DISCONNECT

(N) (4) INVERTER
(N) (1) PV SUB PANEL



ARRAY - 49,500 kW

[90] (N) MODULES

TLT: 20 DEGREES

AZIMUTH: 180 DEGREES

89.96"

44.64"

1/32=1'

0 8 32 64 Ft.

N S E W

MODULE:

PHILADELPHIA SOLAR
P-S-M144(HCBF)-550W

550 WATTS

A-102.00

(SHEET 4)

6

5

4

3

2

1

A

B

C

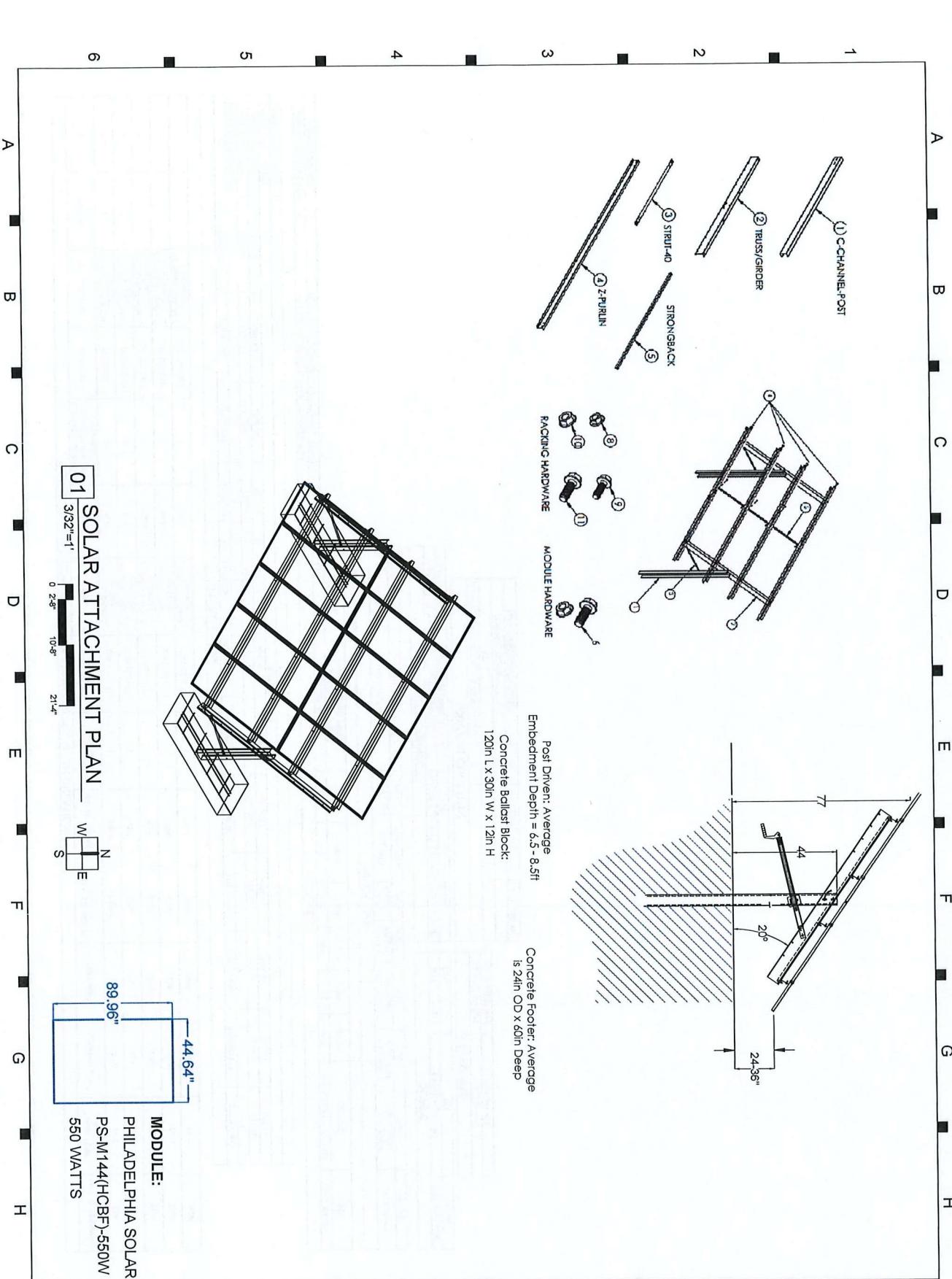
D

E

F

G

H



Centre
Electric Inc.

CONTRACTOR

CENTER ELECTRIC INC
PHONE: (320) 352-0160
ADDRESS: 43543 County Road 17
Sauk Centre MN 56378
LIC. NO.: E0003687

H.C. NO.:
ELE. NO.:
UNAUTHORIZED USE OF THIS
DRAWING SET WITHOUT WRITTEN
PERMISSION FROM CONTRACTOR
IS IN VIOLATION OF U.S.
COPYRIGHT LAWS AND WILL BE
SUBJECT TO CIVIL DAMAGES AND
PROSECUTIONS.

NEW PV SYSTEM: 49.500 kWp

ADAM FROSETH
1413 US-71,
Sauk Centre, MN 56378
APN: -

ENGINEER OF RECORD

PAPER SIZE: 11" x 17" (ANSI B)

SOLAR RACKING

DATE: 08/21/2025

DESIGN BY: _____

CHECKED BY: _____

REVISIONS: _____

A-103.00
(SHEET 5)

A ■ B ■ C ■ D ■ E ■ F ■ G ■ H

CONDUCTOR AND CONDUIT SCHEDULE W/ELECTRICAL CALCULATIONS									
ID	TYPICAL	CONDUCTOR	CONDUIT	CURRENT-CARRYING CONDUCTORS IN	OCPD	EGC	TEMP. CORR.	CONDUTOR FILL	CONT. CURRENT
1	1	12 AWG PVC WIRE, COPPER	FREE AIR	2	N/A	6 AWG THHN/2 ² , COPPER	0.96 (32.4 °C)	1	13.82A
2	2	4 AWG THHN/2 ² , COPPER	1.5" DIA. EMT	2	SDA	10 AWG THHN/2 ² , COPPER	0.96 (32.4 °C)	1	40A
3	3	1 AWG THHN/2 ² , ALUMINUM	3/0" DIA. EMT	2	200A	6 AWG THHN/2 ² , COPPER	0.96 (32.4 °C)	1	160A
4	4	1 250 KCMIL THHN/2 ² , COPPER	2.5" DIA. EMT	2	N/A	6 AWG THHN/2 ² , COPPER	0.96 (32.4 °C)	1	160A
5	5	250 KCMIL THHN/2 ² , COPPER	2.5" DIA. EMT	2	N/A	6 AWG THHN/2 ² , COPPER	0.96 (32.4 °C)	1	160A

SYSTEM SUMMARY									
	STRING #1	STRING #2	STRING #3	STRING #4	STRING #5	STRING #6	STRING #7	STRING #8	STRING #9
MODULES PER STRING	7	7	9	7	7	9	7	7	7
MAX AC CURRENT	13.82A	13.82A	13.82A	13.82A	13.82A	13.82A	13.82A	13.82A	13.82A
MAX DC POWER	2850W	3850W	3850W	4850W	3850W	4850W	3850W	3850W	3850W
ARRAY DC POWER									
ARRAY AC POWER									
ASHRAE EXTREME LOW	-35°C (-31°F)	SOURCE: SAUK CENTER (ASOS)							
ASHRAE 2% HIGH	32.4°C (90°F)	SOURCE: SAUK CENTER (ASOS)							

REF.	QTY.	MAKE AND MODEL	PMAX	PTC	MODULES	REF.	QTY.	MAKE AND MODEL	PMAX	PTC	MODULES
PM-90	90	Phantom 600W SOLAR Panel	550W	485W	90	PM-90	90	Phantom 600W SOLAR Panel	550W	485W	90
11-4	4	Sunny Boy SSE 6.6	240W	Floating	11-4	4	Sunny Boy SSE 6.6	240W	Floating	960W	4850W
DISCONNECTS											
INVERTERS											
REF.	QTY.	MAKE AND MODEL	AC VOLTAGE	GROUND RATING	OCPD	REF.	QTY.	MAKE AND MODEL	AC VOLTAGE	GROUND RATING	OCPD
11-4	4	MAXWELL	120V	SDA	40A	CB1-4	4	MAXWELL	120V	SDA	30A

REF.	QTY.	MAKE AND MODEL	RATED CURRENT	MAX RATED VOLTAGE	REF.	QTY.	MAKE AND MODEL	RATED CURRENT	MAX VOLTAGE
1	1	SQUARE D 600W SOLAR	10A	240VAC	CB1-4	4	SQUARE D 600W SOLAR	40A	240VAC
600V CALCULATION									
MAX NUMBER MODULES PER STRING:									
VOC: 50.20 V									
CORRECTION FACTOR: 1.2									
MAX SYSTEM VOLTAGE: 9 X 50.20 X 1.2 = 542.16									

PAPER SIZE: 11" x 17" (ANSI B)	UNAUTHORIZED USE OF THIS DRAWING SET WITHOUT WRITTEN PERMISSION SETS FOR CONTRACTOR SUBJECT TO CIVIL DAMAGES AND PROSECUTIONS.
LINE DIAGRAM	NEW PV SYSTEM: 49,500 Wp
DATE: 08/21/2025	ADAM FROSETH
DESIGN BY:	11413 US-1, Sauk Centre, MN 56378
CHECKED BY:	APN: -
REVISIONS	ENGINEER OF RECORD

E-601.00
(SHEET 6)


Electric Inc.

CONTRACTOR
CENTER ELECTRIC INC

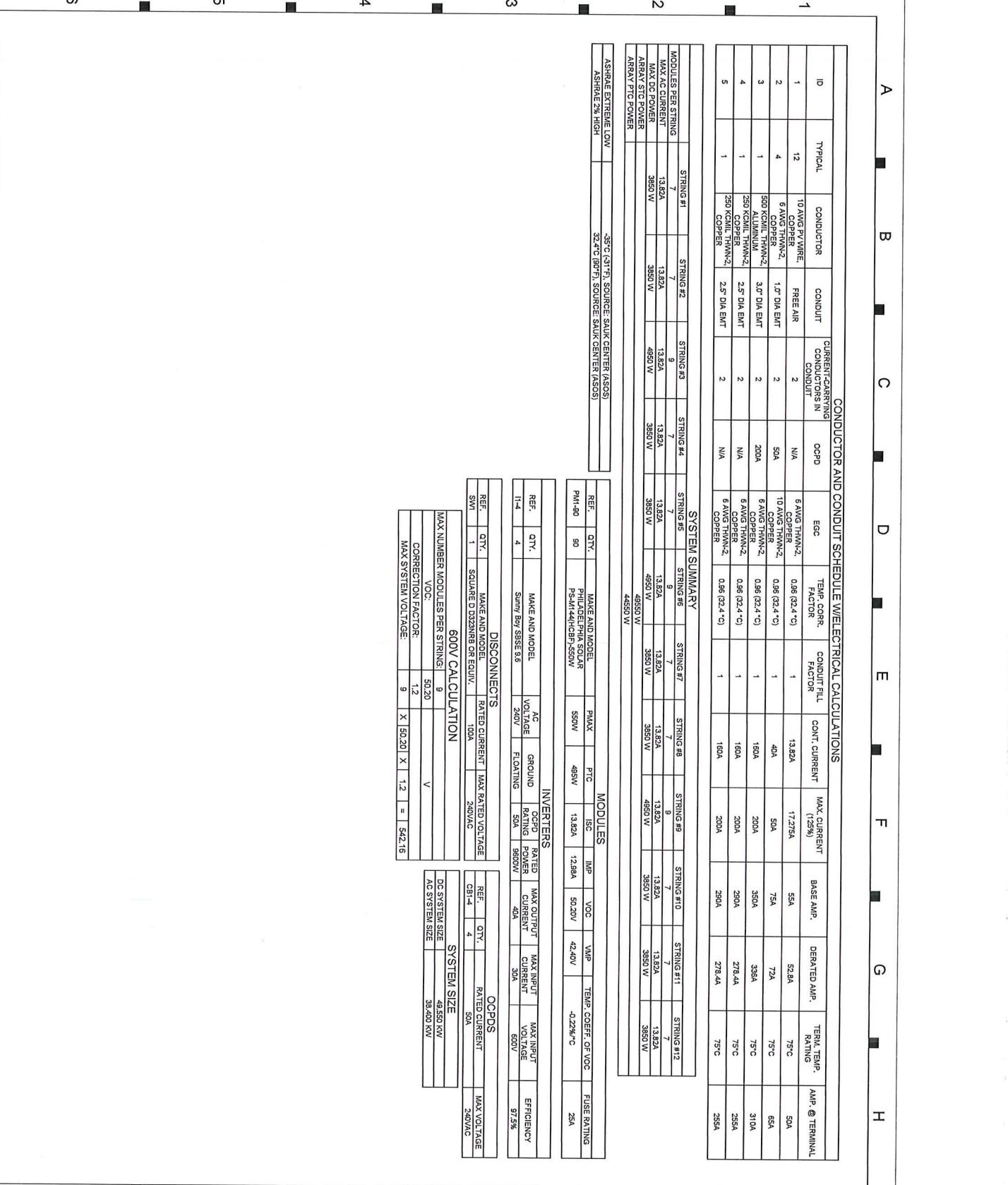
ADDRESS: 49-543 County Road 17
Sauk Centre, MN 56378
LIC. NO.: #E0005697
HIC. NO.:
ELB. NO.:

PHONE: (320) 352-0160
DRAWING SET WITHOUT WRITTEN PERMISSION SETS FOR CONTRACTOR SUBJECT TO CIVIL DAMAGES AND PROSECUTIONS.

NEW PV SYSTEM: 49,500 Wp

ADAM FROSETH
11413 US-1, Sauk Centre, MN 56378
APN: -

LINE DIAGRAM
DATE: 08/21/2025
DESIGN BY:
CHECKED BY:
REVISIONS
ENGINEER OF RECORD



A ■ B ■ C ■ D ■ E ■ F ■ G ■ H

UNAUTHORIZED USE OF THIS
DRAWING SET WITHOUT WRITTEN
PERMISSION FROM CONTRACTOR
IS IN VIOLATION OF U.S.
COPYRIGHT LAWS AND WILL BE
SUBJECT TO CIVIL DAMAGES AND
PROSECUTIONS.

NEW PV SYSTEM: 49.500 kWp

ADAM FROSTH

DATE: 08/21/2025

DESIGN BY: _____

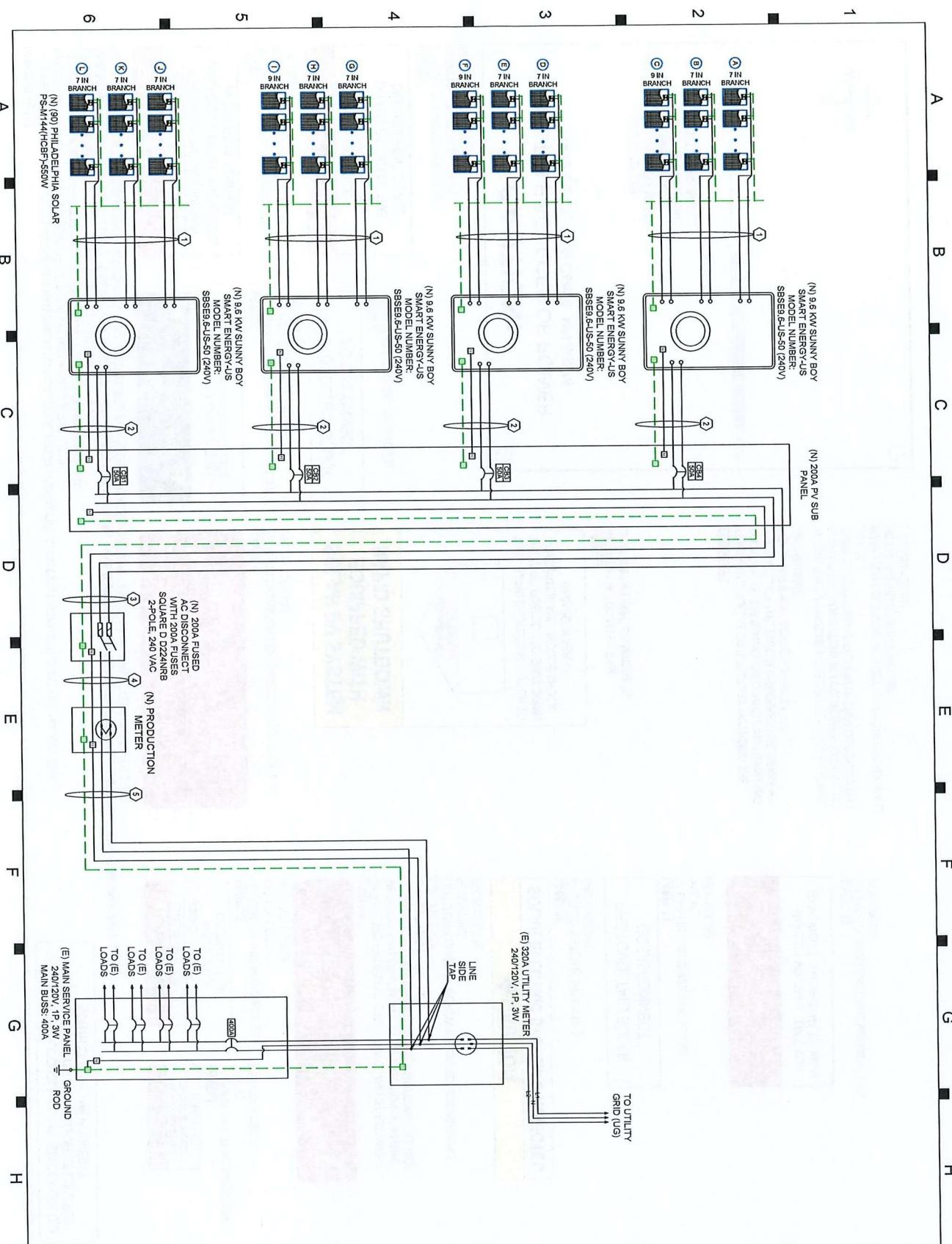
CHECKED BY: _____

REVISIONS

ENGINEER OF RECORD

E-602.00

(SHEET 6)



A

B

C

D

E

F

G

H

LABELING NOTES

1.1 LABELING REQUIREMENTS BASED ON THE 2017 NATIONAL ELECTRICAL CODE, INTERNATIONAL FIRE CODE 605.11, OSHA-STANDARD 1910.145, ANSI Z2535
 1.2 MATERIAL BASED ON THE REQUIREMENTS OF THE AUTHORITY HAVING JURISDICTION
 1.3 LABELS TO BE OF SUFFICIENT DURABILITY TO WITHSTAND THE ENVIRONMENT INVOLVED.

1.4 LABELS TO BE A MINIMUM LETTER HEIGHT OF 3/8" AND PERMANENTLY ATTACHED.

1.5 ALERTING WORDS TO BE COLOR CODED. "DANGER" WILL HAVE RED BACKGROUND; "WARNING" WILL HAVE ORANGE BACKGROUND; "CAUTION" WILL HAVE YELLOW BACKGROUND.

1.6 ALL SIGNAGE MUST BE PERMANENTLY ATTACHED AND BE WEATHER RESISTANT/SUNLIGHT RESISTANT AND CANNOT BE HAND-WRITTEN PER NEC 110.21(B)

INTERACTIVE PHOTOVOLTAIC SYSTEM CONNECTED
 PHOTOVOLTAIC SYSTEM DISCONNECT LOCATED
 NORTH SIDE OF THE PROPERTY

Centre Electric Inc.

CONTRACTOR

CENTER ELECTRIC INC

PHONE: (320) 352-0160

ADDRESS: 43543 County Road 17

Sauk Centre, MN 56378

LIC. NO.: #D00056957

HIC. NO.:

ELB. NO.:

DRAWING SET WITH UNWRITTEN
 PERMISSION FROM CONTRACTOR
 IS IN VIOLATION OF U.S.
 COPYRIGHT LAW AND WILL BE
 SUBJECT TO CIVIL DAMAGES AND
 PROSECUTIONS.

NEW PV SYSTEM: 49,500 Wp

ADAM FROSETH

11413 US-71,

Sauk Centre, MN 56378

APN: -

**RAPID SHUTDOWN
 SWITCH FOR
 SOLAR PV SYSTEM**

**PHOTOVOLTAIC SYSTEM
 AC DISCONNECT**

**PHOTOVOLTAIC
 SYSTEM
 DUAL POWER SUPPLY**

**PHOTOVOLTAIC
 SYSTEM
 AND PV SOLAR**

**PHOTOVOLTAIC
 SYSTEM
 ELECTRIC SYSTEM**

**PHOTOVOLTAIC
 SYSTEM
 NOMINAL OPERATING AC VOLTAGE
 240 V**

**PHOTOVOLTAIC
 SYSTEM
 RATED AC OUTPUT CURRENT
 160 A**

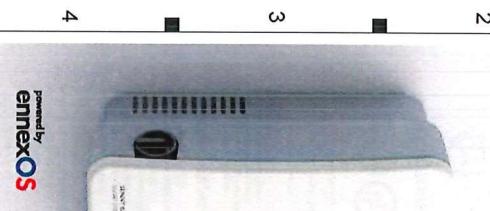
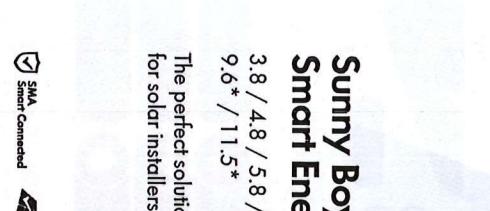
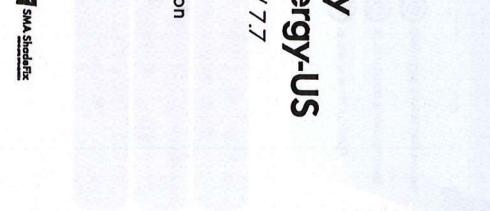
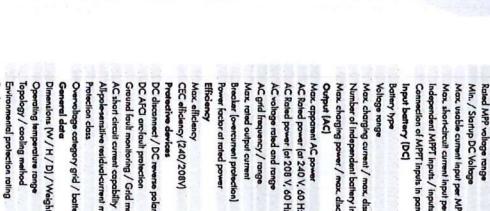
**PHOTOVOLTAIC
 SYSTEM
 SOURCE: UTILITY GRID**

**PHOTOVOLTAIC
 SYSTEM
 AND PV SOLAR**

[NEC 705.12(B)(3)]

[NEC 705.12(B)(3)(B)]

[NEC 705.1

1	A	B	C	D	E	F	G	H
2								
3								
4								
5								
6								

**Centre
Electric Inc.**

CONTRACTOR

CENTER ELECTRIC INC

PHONE: (320) 352-0160

ADDRESS: 43543 County Road 17

Sauk Centre, MN 56378

LIC. NO.: #E000667

HIC. NO.: #E000667

E.L.E. NO.:

UNAUTHORIZED USE OF THIS

DRAWING SET WITHOUT WRITTEN

PERMISSION FROM CONTRACTOR

IS IN VIOLATION OF U.S.

COPYRIGHT LAWS AND WILL BE

SUBJECT TO CIVIL DAMAGES AND

PROSECUTIONS.

NEW PV SYSTEM: 49.500 kWp
ADAM FROSETH
141413 US-71
Sauk Centre, MN 56378
APN: -

DATE: 08/21/2025

PAPER SIZE: 11" x 17" (ANSI B)
RESOURCE DOCUMENT

REVISIONS

DATE: 08/21/2025

DESIGN BY:

CHECKED BY:

REVISIONS



A B C D E F G H

 **Centre
Electric Inc.**

CONTRACTOR

CENTER ELECTRIC INC
PHONE: (320) 352-2160
ADDRESS: 13343 County Road 17
Sauk Centre MN 56378

LIC. NO. # E0003697
HIC. NO.:
ELE. NO.:
UNAUTHORIZED USE OF THIS
DRAWING SET WITHOUT WRITTEN
PERMISSION FROM CONTRACTOR
IS IN VIOLATION OF U.S.
COPYRIGHT LAWS AND WILL BE
SUBJECT TO CIVIL DAMAGES AND
PROSECUTIONS.

NEW PV SYSTEM: 49,500 KWP

ADAM FROSETH

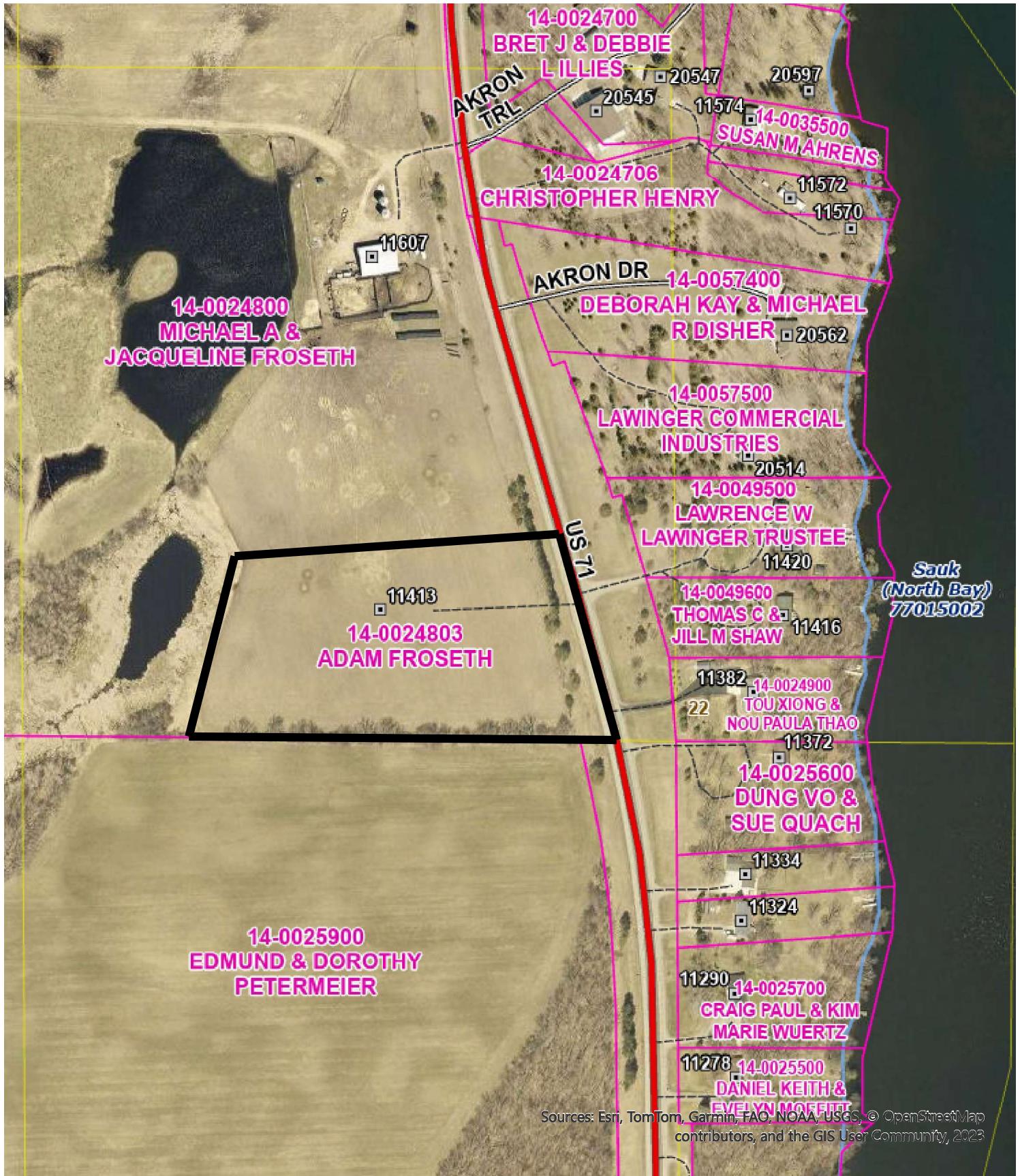
11413 US-71,
Sauk Centre, MN 56378

APN: -

PAPER SIZE: 11" x 17" (ANSI B)
RESOURCE DOCUMENT
DATE: 09/21/2025
DESIGN BY: _____
CHECKED BY: _____
REVISIONS: _____

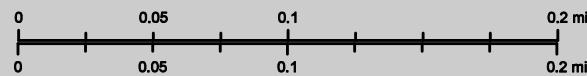
ENGINEER OF RECORD

R-003.00
(SHEET 11)



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:
Friday, January 6, 2023

Article XII: Regulation on Cannabis Businesses

Section 12.01 – Administration

- A. **Findings and Purpose:** Todd County makes the following legislative findings: The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes Todd County to protect the public health, safety, welfare of Todd County residents by regulating cannabis businesses within the legal boundaries of Todd County. Todd County finds and concludes that the proposed provisions are appropriate and lawful land use regulations for Todd County, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.
- B. **Authority and Jurisdiction:** Todd County has the authority to adopt this ordinance pursuant to:
 - (i) Minn. Stat. 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
 - (ii) Minn. Stat. 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
 - (iii) Minn. Stat. 152.0263, Subd. 5, regarding the use of cannabis in public places.
 - (iv) Minn. Stat. 462.357, regarding the authority of a local authority to adopt zoning ordinances.
- C. **Severability:** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.
- D. **Enforcement:** The Director is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance.

Section 12.02 - Registration of Cannabis Business

- A. Consent to registering of Cannabis Business
 - (i) No individual or entity may operate a state-licensed cannabis retail business within Todd County without first registering with Todd County as described herein. Any violations of this section may result in criminal, civil and/or administrative consequences, as outlined in Article X of this Ordinance and in Minn. Stat. § 342.22 and similar statutes as may be amended. Notwithstanding the foregoing provisions, the state shall not issue a license to any cannabis business to operate in Indian country, as defined in United States Code, title 18, section 1151, of a Minnesota Tribal government without the consent of the Tribal government.
- B. Pre-registration compliance inspection
 - (i) Prior to issuance of a cannabis retail business registration, Todd County shall conduct a preliminary compliance check to ensure compliance with local ordinances. Pursuant to

Minn. Stat. 342, within 30 days of receiving a copy of a state license application from OCM, Todd County shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

C. Registration and Application Procedures

- (i) Fees – Todd County shall not charge an application fee. A registration fee, as established in Todd County's fee schedule, shall be charged to applicants depending on the type of retail business license applied for. An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee. Any renewal retail registration fee imposed by Todd County shall be charged at the time of the second renewal and each subsequent renewal thereafter. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. 342.11, whichever is less. A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business.
- (ii) Application Submittal – Todd County shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. 342.22.
 - 1) An applicant for a retail registration shall fill out an application form, as provided by Todd County. Said form shall include, but is not limited to:
 - a) Full name of the property owner and applicant
 - b) Address, email address, and telephone number of the applicant
 - c) The address and parcel ID for the property which the retail registration is sought
 - d) Certification that the applicant complies with the requirements of local ordinances established pursuant to MN Statute 342.13
 - e) Identification of participation in offsite temporary cannabis events.
 - f) Any additional information requested by Todd County.
 - 2) The applicant shall include with the form:
 - a) The registration fee as required in part (i)
 - b) A copy of a valid state license or written notice of OCM license preapproval
 - c) Any additional information requested by Todd County.
 - 3) Once an application is considered complete, Todd County shall inform the applicant as such, process the registration fees, and move the application forward to the Todd County Board of Commissioners for approval or denial.
 - 4) The registration fee shall be non-refundable once processed.
 - 5) Approved registration shall be posted within the business in a location that is available for public viewing.
- (iii) Application Approval or Grounds for Denial
 - 1) A state-licensed cannabis retail business application shall not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Section F.

- 2) A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
- 3) A state-licensed cannabis retail business application that meets the requirements of this ordinance shall be approved.

(iv) Annual Compliance Checks

- 1) Todd County shall complete at minimum one compliance check per calendar year of every cannabis retail business to assess if the business meets age verification requirements, as required under Minn. Stat. 342.22 Subd. 4(b) and Minn. Stat. 342.24 and this Ordinance. Todd County shall conduct at minimum one unannounced age verification compliance check at least once per calendar year. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government. Any failures under this section must be reported to the Office of Cannabis Management.

(v) Changes to retail establishment

- 1) If a state-licensed cannabis retail business seeks to move to a new location, has a change of ownership, change in hours of operation, or other change in the registration status, it shall notify Todd County of the proposed changes, and submit necessary information to meet all the criteria in this Ordinance.

D. Renewal of Registration: Todd County shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license. A state-licensed cannabis retail business shall apply to renew registration on a form established by Todd County. A cannabis retail registration issued under this ordinance shall not be transferred.

- (i) Renewal Fees – Todd County may charge a renewal fee for the registration starting at the second renewal, as established in Todd County's fee schedule.
- (ii) Renewal Application - The application for renewal of a retail registration shall include, but is not limited to:

- 1) Items required under Section C(ii)

E. Suspension of Registration

- (i) When Suspension is Warranted – Todd County may suspend a cannabis retail business's registration if it violates the ordinance of Todd County or poses an immediate threat to the health or safety of the public. Todd County shall immediately notify the cannabis retail business in writing the grounds for the suspension.
- (ii) Notification to OCM – Todd County shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide Todd County and the cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.
- (iii) Length of Suspension - The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended. Todd

County may reinstate a registration if Todd County and OCM determines that the violations have been resolved.

- (iv) Civil Penalties - Subject to Minn. Stat. 342.22, subd. 5(e), Todd County may impose a civil penalty, as specified in the County's Fee Schedule, for registration violations, not to exceed \$2,000.

F. Limiting Registrations

- (i) Todd County shall limit the number of cannabis retail businesses to no fewer than one registration for every 12,500 residents within Todd County.
- (ii) If Todd County has one active cannabis retail businesses registration for every 12,500 residents, the County shall not be required to register additional state-licensed cannabis retail businesses.
- (iii) The County shall limit the number of cannabis retail businesses to three (3) businesses.
- (iv) Applications shall be reviewed on a first-come, first-serve basis when there are more applicants than registrations available. Applications will be time stamped at the time of submittal. Incomplete applications or those not following the requirements of this Ordinance will be removed from the order.

Section 12.03 – Requirements for Cannabis Businesses

A. Minimum Setback Requirements

- (i) Todd County shall prohibit the operation of a cannabis business within:
 - 1) 1,000' of a school
 - 2) 500' of a day care
 - 3) 500' of a residential treatment facility
 - 4) 500' of a public park including playgrounds and athletic fields
 - 5) 500' of a legally established residence
 - 1. Setbacks to residence on the same property as the application for a cannabis business shall not be applicable.
 - 6) All setback requirements shall be reciprocal.

B. Zoning and Land Use

- (i) Cultivation - Cannabis businesses licensed or endorsed for cultivation are permitted as Conditional Use in the following zoning districts:
 - 1) Agriculture/Forestry 1
 - 2) Agriculture/Forestry 2
 - 3) Commercial
- (ii) Cannabis Manufacturer - Cannabis businesses licensed or endorsed for cannabis manufacturer are permitted as a Conditional Use in the following zoning districts:
 - 1) Agriculture/Forestry 1
 - 2) Agriculture/Forestry 2
 - 3) Commercial
- (iii) Hemp Manufacturer - Businesses licensed or endorsed for low-potency hemp edible manufacturers permitted as a Conditional Use in the following zoning districts:
 - 1) Agriculture/Forestry 1
 - 2) Agriculture/Forestry 2
 - 3) Commercial

- (iv) Wholesale - Cannabis businesses licensed or endorsed for wholesale are permitted as a Conditional Use in the following zoning districts:
 - 1)Agriculture/Forestry 1
 - 2)Agriculture/Forestry 2
 - 3)Commercial
- (v) Cannabis Retail - Cannabis businesses licensed or endorsed for cannabis retail are permitted as a Conditional Use in the following zoning district:
 - 1) Commercial
- (vi) Cannabis Transportation - Cannabis businesses licensed or endorsed for transportation are permitted as a Conditional Use in the following zoning districts:
 - 1)Agriculture/Forestry 1
 - 2)Agriculture/Forestry 2
 - 3)Commercial
- (vii) Cannabis Delivery - Cannabis businesses licensed or endorsed for delivery are permitted as an allowed use in all zoning districts.

C. Performance Standards and Conditional Use Criteria

- (i) Cannabis businesses are limited to retail sale of cannabis, cannabis flower, and cannabis products between the hours of 10 a.m. and 9 p.m.
- (ii) ~~Cannabis businesses are allowed to erect up to two fixed signs on the exterior of the building or property of the business. Cannabis business signs shall not exceed 32 square feet in size. Signs larger than 32 square feet shall only be allowed when affixed to the exterior of a building. Electronic signs shall not be allowed.~~ Outdoor display is prohibited. Outdoor display is an outdoor arrangement of objects, items, products or other materials typically not in a fixed position and capable or rearrangement, designed and used for the purpose of advertising or identifying a business, product or service.
- (iii) All outdoor lighting on the property shall be hooded and directed towards the ground in a manner that does not cast light beyond the property boundary.
- (iv) Off-street parking shall be provided for all employees and customer traffic.
- (v) Outdoor storage of goods and hazardous materials is prohibited. Outdoor storage of equipment may be allowed. The outdoor storage area shall be limited to the rear or side yard locations and at no time shall storage equipment extend beyond the front building line of the principal structure. The outdoor storage area shall be fenced and adequately screened from adjacent properties and public roadways.
- (vi) The sale of cannabis plants, cannabis flower, cannabis products, or lower-potency hemp edibles from a moveable place of business shall be prohibited.
- (vii) An application for a conditional use permit shall include the following items.
 - 1) A copy of the business standard operating procedures submitted in accordance with Minnesota Rules Chapter 9810.1000
 - 2) A waste disposal plan to address storage, handling, use, and potential hazards in accordance with Minnesota Rules Chapter 9810.1200.
 - 3) A security and lighting plan in accordance with Minnesota Rules Chapter 9810.1500.
 - 4) A plan for property ventilation and filtration for odor control in accordance with Minnesota Rules Chapter 9810

- 5) If the application for Conditional Use involves cultivation of cannabis, the cultivator must indicate whether cultivation will be conducted indoors or outdoors. A cultivation plan shall be submitted in accordance with Minnesota Rules Chapter 9810.200, subp. 3.
- 6) An outdoor cultivation area must be securely surrounded by fencing and locked gates on the entire perimeter of the cultivation area to prevent access to the area by unauthorized persons set forth in Minnesota Rules, Chapter 9810.1500, subp. 15.

Section 12.04 – Temporary Cannabis Events

- A. License or Permit Required for Temporary Cannabis Events
 - (i) License Required - A license or permit is required to be issued and approved by Todd County prior to holding a Temporary Cannabis Event.
 - (ii) Registration and Application Procedure - A registration fee, as established in Todd County's fee schedule, shall be charged to applicants for Temporary Cannabis Events.
 - (iii) Application Submittal and Review – Todd County shall require an application for Temporary Cannabis Events.
 - i. An applicant for a retail registration shall fill out an application form, as provided by Todd County. Said form shall include, but is not limited to:
 1. Full name of the property owner and applicant.
 2. Address, email address, and telephone number of the applicant
 3. Emergency Contact number of the applicant for the event.
 4. Length of duration of the temporary cannabis event.
 5. Any other information requested by Todd County.
 - ii. The applicant shall include with the form:
 1. the application fee as required in Part A.
 2. a copy of the OCM cannabis event license application, submitted pursuant to 342.39 subd. 2.
 3. Detailed plans for the event.
 - iii. The application shall be submitted to Todd County Planning and Zoning, or other designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.
 - iv. Once an application is considered complete, the designee shall inform the applicant as such, process the application fees, and forward the application to the Todd County Board of Commissioners for approval or denial.
 - v. The application fee shall be non-refundable once processed.
 - vi. The application for a license for a Temporary Cannabis Event shall meet the following standards:
 1. Except for low-potency cannabis edibles, onsite consumption shall be prohibited.
 2. Temporary cannabis events shall only be held between the hours of 10:00 am a.m. and 9:00 p.m.

3. Temporary cannabis events shall be prohibited in Shoreland and Residential Zones.
4. Adequate off-street parking shall be provided for all event attendees.
5. Restroom facilities shall be provided for the duration of the event.
6. Disposal of trash, garbage, and recyclables shall be provided for the duration of the event.
7. Event security shall be provided for the duration of the event at the expense of the permit holder.
8. Temporary cannabis events shall comply with all requirements of MN Statute 342.40, subds. 3,4,5,6,7 and 8.

- vii. Once an application for a temporary cannabis event is considered complete, Todd County shall inform the applicant as such, process the applicable fees, and move the application forward to the Todd County Board of Commissioners for approval or denial.
- viii. Failure to obtain the proper authorizations prior to participation of a temporary cannabis event shall result in a civil administrative fine in the amount of \$300.

Section 12.05 – Lower-Potency Hemp Edibles

- A. Sale of Low-Potency Hemp Edibles**
 - a. The sale of Low-Potency Edibles is permitted, subject to the conditions within the Section.
 - b. Businesses must register the sale of Low-Potency Edibles with Todd County following the procedures of Section 12.02 of this Ordinance but shall not be limited by Section 12.02F.
- B. Zoning Districts**
 - a. Low-Potency Edible businesses are an allowed use in all zoning districts.