

Planning Commission Meeting Minutes

August 6, 2026

Completed by: Sue Bertrand, P&Z Staff

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

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

Staff members: Adam Ossefoort and Sue Bertrand

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

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

Introduction of the staff and board members by Jim.

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

Jim stated the Brichacek application has been withdrawn.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

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

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

John was present as the applicant.

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

Recommendation:

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

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

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

Correspondence received: None

Public comment: None

Board discussion:

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

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

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

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

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

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

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

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

Ken asked what the solutions were for the grey water?

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

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

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

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

Jim stated the conditions cover everything.

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

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

Roll call vote commenced as follows:

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

Motion carried. Jim noted the application will be presented to the County Board of Commissioners on August 18th, 2026.

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

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

This application has been withdrawn.

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

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

Annie Vannurden was present as the applicant.

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

Additional Notes:

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

Recommendation:

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

Proposed Conditions:

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

Correspondence received: None

Public comment: None.

Board discussion:

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

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

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

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

Roger confirmed they must have signed agreements for manure application?

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

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

Andy, does it need any extra vegetative buffer?

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

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

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

Ken asked how many of your calves are heifers?

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

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

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

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

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

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

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

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

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

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

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

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

Proposed Conditions:

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

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

Roll call vote commenced as follows:

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

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

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

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

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

Proposed Conditions if approved:

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

Correspondence received: None

Public comment: None.

Board discussion:

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

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

Andy, built on site?

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

Andy, for immediate family?

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

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

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

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

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

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

Roll call vote commenced as follows:

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

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

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

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

John Jr. was present as the applicant.

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

Recommendation:

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

Proposed Conditions:

1. Establishment of a 50’ drainage easement across lot 1 to protect the natural drainage area.
2. No new accesses shall be allowed for access from US Highway 71.

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

John confirmed the staff report was accurate.

Correspondence received: None

Public comment: None.

Board discussion:

Ken asked how big are the two lots?

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

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

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

Roger stated it has been that way forever.

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

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

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

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

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

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

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

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

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

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

Proposed Conditions:

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

Roll call vote commenced as follows:

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

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

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

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

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

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

Public comment:

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

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

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

Board discussion:

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

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

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

Jim and Ken painted in earthtone.

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

Ken moved to table until next month, Roger seconded.

Roll call vote commenced as follows:

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

Motion carried to table.

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

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