

**Lake of the Woods County Board of Adjustment/Planning Commission Meeting
7:00 P.M. on June 4, 2025**

Ken Horntvedt opened the meeting at 7:00 pm with the following members present: Tim Nordlof, Tom Mio, Marshall Nelson, Ken Horntvedt, Nancy Dunnell, Wes Johnson and Dave Marhula. Others present were Land and Water Planning Director Josh Stromlund.

Introductions of Board of Adjustments/Planning Commission members took place.

Approval of the Agenda: Mio/ Johnson. All in favor.

Approval of Meeting Minutes: May 7, 2025 - Motion to approve – Dunnell/Mio. All in favor.

Conflict of Interest Disclosure: None.

Planning Commission – New Business

- **Consideration of Zone Change #25-02ZC by K&A Northern Properties, LLC:** Lots 1 and 2, Block 2, Birch Acres, Section Twenty-four (24), Township One Hundred Sixty-two (162) North, Range Thirty-two (32) West (Wheeler) – Parcel ID#’s 19.61.02.010 and 19.61.02.020. Applicant is requesting a zone change from a Residential (R1) Zoning District to a Commercial-Recreation (CR) Zoning District for the purpose of allowing commercial activity on the property.

Kyle Gruis was in attendance to discuss the request and answer questions from the board. The board discussed the information in the application. The board then moved on to the findings of fact.

Name of Applicant: K&A Northern Properties, LLC Date: June 4, 2025

Location/Legal Description: Lots 1 & 2, Block 2, Birch Acres, Section 24, T. 162N, R. 32W

Current Zoning Classification: Residential (R1) Proposed: Commercial-Recreation (CR)

Parcel Number(s): 19.61.02.010, 19.61.02.020 Application Number: 25-02ZC

The Planning Commission shall consider all facts from all sources prior to submitting a recommendation to the County Board relating to a proposed zone change. Its judgment shall be based upon, but not limited to, the following factors as applicable.

1. Is the zone change consistent with the Lake of the Woods County Comprehensive Land Use Plan?

X Yes ___ No

Comments: Promote economic activity and in the growth corridor.

2. Are the existing surrounding land uses consistent with the proposed zoning classification?
☒ Yes ☐ No

Comments: Surrounded by commercial activity.

3. Will the zone change alter the characteristics of the neighborhood?
☐ Yes ☒ No

Comments: No change.

4. Is there a potential for public health, safety or traffic generation impacts based on the proposed zone change and how will they be addressed?
☐ Yes ☒ No

Comments: No change.

5. What additional public services would be necessitated and would existing utilities be sufficient to accommodate the proposal?
☒ Yes ☐ No

Comments: Existing services are sufficient.

6. Will the zone change impede the normal or orderly development and improvement of surrounding property for uses permitted in the zoning district?
☐ Yes ☒ No

Comments: No change.

7. Has there been a change in the development in the general area of the property in question?
☐ Yes ☒ No

Comments: No change.

8. Will the zone change have a negative effect on property values in the neighborhood?
☐ Yes ☒ No

Comments: No change.

Conditions: None.

The Lake of the Woods County Planning Commission hereby recommends to the Lake of the Woods County Board of Commissioners adopt the above findings and DENY / **APPROVE** the application for a zone change be WITH / **WITHOUT** conditions.

June 4, 2025

Date

Ken Horntvedt

Chair, Planning Commission

Motion to approve as presented by Marshall, seconded by Marhula. All in favor.

- **Consideration of Zone Change #25-03ZC by Nels Holte:** Lots 3 and 4, Block 6, Morris Point Estates, Section Twenty (20), Township One Hundred Sixty-two (162) North, Range Thirty-two (32) West (Wheeler) – Parcel ID#’s 19.69.06.030 and 19.69.06.040. Applicant is requesting a zone change from a Residential (R1) Zoning District to a Commercial-Recreation (CR) Zoning District for the purpose of allowing commercial activity on the property.

Al Holte was in attendance to discuss the request and answer questions from the board. The board discussed the information in the application. The board then moved on to the findings of fact.

Name of Applicant: Nels Holte

Date: June 4, 2025

Location/Legal Description: Lots 3 and 4, Block 6, Morris Point Estates, Section 20, T. 162N, R. 32W

Current Zoning Classification: Residential (R1)

Proposed: Commercial-Recreation (CR)

Parcel Number(s): 19.69.06.030, 19.69.06.040

Application Number: 25-03ZC

The Planning Commission shall consider all facts from all sources prior to submitting a recommendation to the County Board relating to a proposed zone change. Its judgment shall be based upon, but not limited to, the following factors as applicable.

1. Is the zone change consistent with the Lake of the Woods County Comprehensive Land Use Plan?

☒ Yes ☐ No

Comments: Resort area and commercial activities in area.

2. Are the existing surrounding land uses consistent with the proposed zoning classification?

☒ Yes ☐ No

Comments: Other commercial in area.

3. Will the zone change alter the characteristics of the neighborhood?

☐ Yes ☒ No

Comments: No change.

4. Is there a potential for public health, safety or traffic generation impacts based on the proposed zone change and how will they be addressed?

☐ Yes ☒ No

Comments: No change.

5. What additional public services would be necessitated and would existing utilities be sufficient to accommodate the proposal?

☒ Yes ☐ No

Comments: Existing utilities are sufficient.

6. Will the zone change impede the normal or orderly development and improvement of surrounding property for uses permitted in the zoning district?

☐ Yes ☒ No

Comments: No change.

7. Has there been a change in the development in the general area of the property in question?

☐ Yes ☒ No

Comments: No change.

8. Will the zone change have a negative effect on property values in the neighborhood?

☐ Yes ☒ No

Comments: No change.

Conditions: None

The Lake of the Woods County Planning Commission hereby recommends to the Lake of the Woods County Board of Commissioners adopt the above findings and DENY / APPROVE the application for a zone change be WITH / WITHOUT conditions.

June 4, 2025

Date

Ken Horntvedt

Chair, Planning Commission

Motion to approve as presented by Marhula, seconded by Johnson. All in favor.

- **Consideration of Interim Use Permit #25-05IU by Ronald Gatheridge:** A tract located in the Southwest Quarter of the Northeast Quarter (SW $\frac{1}{4}$ NE $\frac{1}{4}$), Section Twenty-eight (28), Township One Hundred Sixty-two (162) North, Range Thirty-two (32) West (Wheeler) – Parcel ID#19.28.13.060. Applicant is requesting an Interim Use Permit as required by Section 1106 of the Lake of the Woods County Zoning Ordinance to operate a short-term vacation rental in a Rural Residential Zoning District (R2).

Ronald Gatheridge was in attendance to discuss the request and answer questions from the board. The board discussed the information in the application. The board then moved on to the findings of fact.

Name of Applicant: Ronald Gatheridge

Application Number: 25-05IU

Date: June 4, 2025

Location/Legal Description: A tract located in the Southwest Quarter of the Northeast Quarter (SW $\frac{1}{4}$ NE $\frac{1}{4}$), Section Twenty-eight (28), Township One Hundred Sixty-two (162) North, Range Thirty-two (32) West.

Parcel Number: 19.28.13.060

Project Proposal: Applicant is requesting an Interim Use Permit, as required by Sections 1106 of the Lake of the Woods County Zoning Ordinance, to operate a short-term vacation rental in a Rural Residential Zoning District.

1) Is the project proposal consistent with the Lake of the Woods County Comprehensive Land Use Plan?

YES (X) NO () N/A ()

Why or why not? Resort and recreation area.

2) Is the project proposal consistent with maintaining the public health, safety, and welfare? This includes the following items:

- Safe drinking water or other approved alternatives
- Smoke/carbon monoxide alarms
- Compliant septic system and sized accordingly
- Fire extinguisher(s)
- Emergency contact list of numbers
- Egress windows
- Evacuation plan and fire safety protocols

YES (X) NO () N/A ()

Why or why not? Per application.

3) Is the project proposal compatible with adjacent land uses?

YES (X) NO () N/A ()

Why or why not? Residential and Resort area.

4) Is the site in harmony with existing and proposed access to the property?

YES (X) NO () N/A ()

Why or why not? Private drive and 40th Ave NW.

- 5) Will the project proposal increase traffic to and from the site? If so, has the applicant adequately demonstrated how the increased traffic is to be addressed? **YES () NO () N/A (X)**

Why or why not? _____

- 6) Has the applicant adequately addressed how parking is to be addressed on the property? **YES (X) NO () N/A ()**

Why or why not? On site parking.

- 7) Is fencing and/or screening needed to buffer the project proposal from adjacent properties? **YES () NO () N/A (X)**

Why or why not? _____

- 8) If signage is associated with the project proposal, has the applicant demonstrated the need for the number and size requested, and minimized the visual appearance as viewed from adjacent properties to the extent possible? **YES () NO () N/A (X)**

Why or why not? _____

- 9) What is the maximum number of occupants and is this reasonable for the project proposal's location? **YES (X) NO () N/A ()**

Why or why not? 4 per application.

- 10) Are the proposed periods of use and operation reasonable in relation to the project proposal's location? **YES (X) NO () N/A ()**

Why or why not? Per application.

- 11) Are the quiet hours reasonable in relation to the project proposal's location? **YES (X) NO () N/A ()**

Why or why not? Per application.

The specific conditions of approval are as follows (Check all that are applicable to this request):

- | | |
|---|--|
| X | The interim use permit terminates five (5) years from the date of approval or upon sale or transfer of the property, whichever occurs first. |
| X | The septic system is sized for the maximum occupancy identified in the application. |
| X | The maximum occupancy is limited to the identified number in the application. |
| X | The established quiet hours are as identified in the application. |
| X | A valid Certificate of Compliance for the septic system is required. |
| X | No on street parking is allowed. |
| X | If applicable, applicant must meet the Minnesota Department of Health requirements. |

Additional Conditions are as follows: None

The Lake of the Woods County Planning Commission hereby recommends to the Lake of the Woods County Board of Commissioners that this proposal be:

Approved as Presented () Approved with Conditions (X) Denied ()

June 4, 2025

Date

Ken Horntvedt
Chair, Planning Commission

This is in accordance with the Lake of the Woods County Zoning Ordinance

Motion to approve as presented by Mio, seconded by Nelson. All in favor.

With no further business before the Planning Commission, Mio made a motion to adjourn, seconded by Marshall. All in favor. Meeting adjourned at 7:31 PM.