



**ITASCA COUNTY
PLANNING COMMISSION/BOARD OF ADJUSTMENT**

123 NE 4th St
Grand Rapids, MN 55744
(218) 327-2857

Wednesday, 9/10/2025

9:00 A.M.

Itasca County Boardroom

The regular meeting of the Itasca County Planning Commission/Board of Adjustment (PC/BoA) was held on Wednesday, 9/10/2025, at 9:00 a.m. in the County Board Room of the Courthouse with the following in attendance:

MEMBERS PRESENT: Mike Bellomy, Dan Butterfield, Lisa Maasch;
ABSENT: Mike Oja, Conley Janssen;
EXOFFICIO: Environmental Services Director Katie Benes,
GUESTS: Dale Sutherland, Peggy Clayton, Lonny Witkofsky, Megan Boulton, Fred Moyer,
Jacob & Sara Smestad

Chair Bellomy called the Planning Commission/Board of Adjustment meeting to order, opening with the Pledge of Allegiance. Copies of the agenda and opening statement were available for the audience.

Agenda. Upon the motion of Butterfield/Maasch, which carried unanimously, the agenda was approved as distributed and motion carried unanimously.

Minutes. Upon the motion of Maasch/Butterfield, which carried unanimously, the minutes of the 8/13/2025 hearing were approved as distributed.

Mishawaka Outdoors LLC/CUP—(S 175.35' of NW SE Less W 500' and SW SE LYG N of Centerline of Mishawaka Rd., Section 5, Harris Township 54-25, Parcels 19-005-4202, 19-005-4307) — submitted a Conditional Use Permit (CUP) application to amend CUP #001473 to include public boat/RV storage. An aerial photo of the properties was viewed on the overhead screen. Dale Sutherland was present, and his discussion included the use will be primarily indoor storage and there is also a small manufacturing business in one of the buildings. There was discussion about maintaining a 25' setback for storage from the property line/RROW along Hwy. 169 (applicant was willing to do so) and setback would not be required in the future if a fence were to be installed. Peggy Clayton, Harris Township, was present and commented that Harris Township has recommended approval. Butterfield/Maasch motioned to close the meeting to public input.

Motion: Butterfield/Maasch motioned to approve the application submitted by Mishawaka Outdoors LLC/Dale Sutherland to amend CUP #001473 to include public boat/RV storage as set forth in the 9/5/2025 staff report. Motion carried unanimously with the following condition:

Condition: Maintain a 25' setback off of the Hwy. 169 RROW for storage

Michael Schuster/Lonny Witkofsky/CUP—(Part of NE SE and Part of SE SE, Section 11, Unorganized Township 146-27, Parcels #79-011-4102, 79-011-4103, 79-011-4401) — submitted a CUP application for a Home Occupation II for a seasonal ice fishing access road. ESD Katie Benes reviewed the staff report noting (which included that the applicants had applied for a Home Occupation II for a seasonal ice fishing access on the same parcels on 5/6/2024 and this application was denied by the PCBA on 7/10/2024). An aerial photo of the property was displayed on the overhead screen. Chair Bellomy questioned whether there was any

difference with this CUP request than the prior application (which was denied) other than moving a portion of the access road. ESD Katie Benes noted the primary difference between this application and the last application is the relocation of the access path outside of the wetlands (the wetlands were a major obstacle in the last application and they had advised Mr. Witkofsky and Mr. Schuster to relocate the road outside of the wetlands), other than that there was no essential difference and the applications both had the same goal for a seasonal ice fishing access. At this time, Butterfield/Maasch motioned to close the meeting to public input and motion carried unanimously. Chair Bellomy mentioned that he was not in attendance at the 2024 hearing but did listen to the recording of the meeting/reviewed the findings and there were other issues besides the road/wetlands. Members discussed the concerns with the 2024 application (other than the access road/wetlands) which included the narrow width of the road accessing the property (and no area for plowed snow), if the application met the criteria to be considered a Home Occupation II and the parking (on shore). Member Maasch's commented that the wetlands were her major concern with last year's application, and the current application should be heard. Member Butterfield did not see any difference between this application and last year's other than the wetlands (and that was not the only reason last year's application was denied), they had 60 days to appeal and did not; and the current application is basically the same request.

Motion: Butterfield/Bellomy motioned to deny acceptance of the CUP application submitted by Michael Schuster/Lonny Witkofsky since it was too similar to the prior (2024) application and did not justify further review. Motion to deny carried by majority vote 2:1 (Bellomy, Butterfield voting Aye, Maasch voting Nay)

Jolly Otter Properties, LLC/Rezone—(Part of Lot 1, Section 18, Bowstring Township 147-25, Parcel #09-018-1117) — submitted an application for rezone from Rural Residential to Recreational Commercial for an existing RV resort. An aerial photo of the properties was viewed on the overhead screen along with the amended CIC. Documents PCBA 07 (amended CIC survey) and PCBA 08 (letters of support) were added to the record. ESD Katie Benes mentioned that the parcel to the south will remain Recreational Commercial zoning even though it will not be operating as a resort. The original CIC (then called a PUD) was approved in 1982 for Parcel #09-440-0110. In 2011, the resort owner acquired the parcel to the north (#09-018-1117) and CUP #110708 was approved for a resort expansion for the RV campground. The amended CIC is being updated to incorporate the RV campground into the CIC. It was the consensus of the members that the property should have been rezoned many years ago. Megan Boulton was present and discussed her rezone request and commented that the original CIC survey was inaccurate and has been updated. The property has been a resort for a long time and now they plan to sell the cabins separately. The campground use will not change, only the zoning will be updated. Butterfield/Maasch motioned to close the public portion of the meeting which carried unanimously.

Motion: Butterfield/Maasch motioned to recommend (to the County Board) approval of the rezone application submitted by Jolly Otter Properties, LLC for rezone from Rural Residential to Recreational Commercial as set forth in the 9/5/2025 staff report. Motion carried unanimously.

FAFO, LLC and Jacob Wunderlich/Rezone—(Part of NW NW, Section 12, Harris Township 54-25, Parcels #19-012-2210, 19-012-2211) — This rezone was initiated by the Planning Commission since the parcels were previously owned by Harris Township and zoned Public, then sold and are now privately owned by FAFO, LLC and Jacob Wunderlich. The proposed rezone would be from Public to Farm Residential. An aerial photo of the properties was viewed on the overhead screen. The County periodically updates the zoning map to make corrections but this has not been done recently. Peggy Clayton, with Harris Township, was present and commented that Harris Township was unaware that they should rezone the property when sold. Chair Bellomy closed the meeting to public input.

Motion: Butterfield/Maasch to recommend (to the County Board) approval of the rezones for Parcels #19-012-2210 and 19-012-2211 for rezone from Public to Farm Residential as set forth in the 9/5/2025 staff report. Motion carried unanimously.

At 10:25 a.m. the meeting recessed for 10 min. At 10:35 a.m., Chair Bellomy called the Board of Adjustment to order.

Fred & Kristy Moyer/Variance—(Lot 11, Block 1 and S ½ of Vacated Cartway LYG N & Adj thereto, Section 31, Unorganized Township 57-26, Parcel #65-550-0122) — submitted a variance application for variance for the septic treatment to be located 5' from a structure. An aerial photo of the parcel was viewed on the overhead screen. The proposed septic design shows a supply line for the septic going to the main cabin and, as per the applicant, it currently has no running water. ESD Katie Benes clarified there would be only one dwelling allowed on the parcel and a bunkhouse would be allowed on the second floor of the garage if the main cabin were to have plumbing/sanitation/kitchen. Fred Moyer was present and discussed his variance application; and his comments included that there is currently no plumbing in the main cabin and the second story guest suite in the garage currently has a sink, bathroom and bedroom but no kitchen. The proposed septic design is for three bedrooms (they have not yet decided if they will modify the garage or cabin), the proposed septic site is the most feasible location as there would be less runoff to neighbors' property, and it would not encroach on the well. It was clarified that plumbing/water/kitchen could not be in both the upstairs portion of the garage and main cabin. Members' discussion included the garage would need to be guttered to direct water away from the septic mound. Maasch/Butterfield motioned to close the public portion of the meeting which carried unanimously.

Motion: Bellomy/Butterfield motioned to approve the variance application submitted by Fred & Kristy Moyer for installation of septic treatment 15' from a structure as set forth in the 9/5/2025 staff report. Motion carried unanimously with the following conditions:

Condition/s: 1) Install gutters on the garage to direct runoff away from the septic mound
2) Comply with Best Management Practices during construction

Jacob & Sara Smestad/Variance—(Lot 11, Block 1, First Addition to Swan Lake, Section 18, Lone Pine Township 56-22, Parcel #25-520-0140) — submitted a variance application for variance for a 12'x42' dwelling addition to be located 3.5' from the side property line and would exceed the allowable impervious limit. Jacob & Sara Smestad were present and discussed the need for a dwelling addition to improve the inside/outside access for their disabled daughter; they will replace concrete patio on the lakeside with permeable pavers and the project will actually reduce their existing impervious surface. Butterfield/Maasch motioned to close the public portion of the meeting which carried unanimously.

Motion: Maasch/Butterfield motioned to approve the variance application submitted by Jacob & Sara Smestad for construction of 12'x42' dwelling addition to be located 3.5' from side property line and would exceed the allowable impervious surface limit as set forth in the 9/5/2025 staff report. Motion carried unanimously with the following condition:

Condition/s: Comply with Best Management Practices

At 11:20 am., Chair Bellomy adjourned the meeting.

By: _____
Diane Nelson, Recording Secretary