



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

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

Wednesday, 12/10/2025

10:00 A.M.

Meeting Room #121

The regular meeting of the Itasca County Planning Commission/Board of Adjustment (PC/BoA) was held on Wednesday, 12/10/2025, at 10:00 a.m.* in Meeting Room #121 of the Courthouse with the following in attendance:

MEMBERS PRESENT: Mike Bellomy, Dan Butterfield, Conley Janssen, Mike Oja, Lisa Maasch;
ABSENT: None;
EXOFFICIO: Environmental Services Director Katie Benes; County Attorney Jake Fauchald
GUESTS: Andrew Shaw, Tina Jorgenson, Thomas Dosen-Windorski, Tarah Moore, Trent Holcomb, Diane Holcomb, Mitch Repka (via Teams call), Peggy Clayton, Matt Holmes, Tom Sloan and Terry Byron

*Members met at the Courthouse at 8:45 a.m. to view the property (Trout Lake Campground only) and then returned to the Courthouse to hold the meeting.

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. He thanked Member Oja for serving on the Board since his term is up.

Agenda. Chair Bellomy requested the Precision Pipeline/Hawkinson Construction CUP be moved before the Trout Lake Campground CUP and Janssen/Oja motioned to amend the agenda accordingly and motion carried unanimously.

Minutes. Upon the motion of Maasch/Janssen, which carried unanimously, the minutes of the 11/12/2025 hearing were approved as distributed.

Tina Jorgenson & Thomas Dosen-Windorski/CUP—(SW NE, Section 10, Unorganized Township 56-26, Parcel #64-010-1300) — submitted a Conditional Use Permit application to establish a dog training facility and guiding service. This application was tabled at the 10/8/2025 meeting (until a response regarding the cartway was received from the County Attorney). An aerial photo of the parcel was viewed on the overhead screen. Andrew Shaw, Tina Jorgenson and Thomas Dosen-Windorski were present as representatives. Mr. Shaw's discussion included the legality of the cartway for the proposed commercial use and noted, that in Minnesota, a road is either public or private and a public road can be used by anyone for any purpose. He could not find any record of the cases mentioned by those in opposition. The cartway (established by the County Board) is a public road and can be utilized for any purpose. He was not sure why the availability of electricity should have a bearing on the decision (if an issue, a generator could be used if needed). The applicants clarified that training would be mostly during June, July and August; there would be a maximum of five dogs each month (not including their own); guiding will not take place on the property and no dogs will be left unattended (including their own). There was further discussion regarding the cartway, Mr. Shaw referenced MS 164.08 where the County may elect not to maintain a cartway with public funds but it does not mean it is not a public road. County Attorney Jake Fauchald was present to answer questions and provide his opinion as to whether or not the cartway would prohibit the proposed commercial use and utility access. He could find nothing in MS 164.08 that would suggest that a cartway is anything but a public road or would prohibit commercial use (though the statute is vague) and he could not find a similar circumstance in case law. He believes this cartway is maintained by private users of the cartway. It is up to the Planning Commission to

determine if the proposed use is consistent with the nature of this cartway (considering traffic, etc.). As far as the utilities access, he could not find it to be specifically addressed in law and a separate issue. Tarah Moore, was present in opposition along with other family members (Ben Moore, Diane Holcomb, Todd Holcomb, Trent & Jenny Holcomb) and she is one of the maintainers on the cartway. They object to this CUP as the use is not consistent with rural residential zoning with the increase in traffic, noise, safety, effect on property values, and use will alter the character. The owners of the property that the cartway crosses are responsible for the maintenance of the cartway that would be subject to commercial wear/tear, road damage and increased maintenance. There are also safety concerns since there are two dwellings located close to the cartway. Trent Holcomb, was present in opposition, he is a property owner and maintainer of the cartway and his discussion included that although the cartway is 33' in width, the existing road is 16' in width and does not allow two-way traffic. It is not a suitable road for commercial use and he had concerns if the road needed to be widened (expense and safety). Diane Holcomb, who had originally obtained cartway; was also present in opposition with similar concerns (including the actual width of the cartway). The applicants clarified, that in general, the dogs will be dropped off at the beginning of the month and picked up at the end of the month. They would be willing to maintain the cartway and do not need a road wide enough for two cars to pass (as explained in their addendum). Butterfield/Oja motioned to close the public portion of the meeting which carried unanimously.

Motion: Janssen/Maasch motioned to approve the CUP application submitted by Tina Jorgenson & Thomas Dosen-Windorski to establish a dog training facility and guiding service as set forth in the updated 12/5/2025 staff report. Motion carried unanimously.

Condition/s: Comply with Best Management Practices

Precision Pipeline/Hawkinson Construction/CUP—(Part of SW NW; NE SW; SE NW; NW SW less N 396' of W 660'; SW NE less E 416.8' lying N of S 100' & lying W of Hwy 169 & less S 147.5' of W 295' of E 705'; NW SE less S 350.35' & less N 571.22' of S 921.58' of E 400'; Section 5, Harris Township 54-25) (Parcels #19-005-2300, 19-005-3100, 19-005-2400, 19-005-3201, 19-005-1304, 19-005-4207) — submitted an application to amend Conditional Use Permit (CUP) #240075 for a material and equipment storage yard/construction yard to an extended date of 12/31/2027. An aerial photo of the parcel was viewed on the overhead screen. Mitch Repka was present (via Teams call) and discussed his CUP application for the same activities with an extension until 12/31/2027. Peggy Clayton, Harris Township, was present and commented that they recommended approval. Butterfield/Oja motioned to close the public portion of the meeting which carried unanimously.

Motion: Butterfield/Maasch motioned to approve the amendment to CUP #240075 submitted by Precision Pipeline/Hawkinson Construction to extend the CUP expiration date to 12/31/2027 (for a material/equipment storage yard/construction yard) as set forth in the 12/5/2025 staff report. Motion carried unanimously.

Condition/s: 1) Cement truck traffic on Mishawaka Rd. allowed only from 6 a.m. to 6 p.m.;
2) Conditional Use Permit will expire on 12/31/2027;

At 11:37 a.m., there was a 10-min. recess and the meeting was called back to order at 11:47 a.m.

Matt Holmes/Trout Lake Campground/CUP— Part of Govt. Lot 3, Section 16, Trout Lake Township 55-24 (Parcels #40-016-4100, 40-016-1404) — submitted a Conditional Use Permit for a resort expansion to add 16 campsites to Trout Lake Campground. Two comments in support were added to the record: PCBA 35- (from Netty Lind) and PCBA 36- (from David Rouse). It was noted that Trout Lake Township did not submit a recommendation but did attend the site inspection. Matt Holmes was present and his discussion included that the proposed 16 campsites on his application actually include four long-standing/unpermitted sites w/electric (used by prior owners) on the north parcel; six long-standing/unpermitted sites on the south parcel and six new

sites on the south parcel (which will likely be seasonal sites). The property was viewed on the overhead screen. There was discussion regarding the store, docks, and septic (which will need to meet any requirements). The applicant read a letter in support submitted by Megan Christianson, Visit Grand Rapids, (PCBA 19). Tom Sloan and Terry Bryon were present in opposition with concerns that the resort has been/would be operating over capacity (and was cited by MDH) and environmental concerns (regarding the septic, setbacks, lake, etc.). Matt Holmes explained that there was no formal citation for operating over capacity as he had received a special use permit. ESD Katie Benes noted that appropriate septic sizing is a requirement along with compliance. Janssen/Oja motioned to close the public portion of the meeting which carried unanimously. There was discussion regarding decks/storage buildings allowed for the campsites.

Motion: Maasch/Oja motioned to approve the CUP application submitted by Matt Holmes/Trout Lake Campground for a resort expansion to add 16 campsites to Trout Lake Campground as set forth in the 12/5/2025 staff report. Motion carried unanimously.

Condition/s:

- 1) Septic system/s to be sized appropriately;
- 2) Add and maintain a vegetative buffer on the south parcel from the entrance to the public access and then west to the OHWL;
- 3) Remove the camper trailer (that does not meet the OHWL setback) and eliminate the existing tent sites;

Other:

Water Plan Implementation Committee (WPIC) Report. Member Butterfield reported that there was discussion regarding the forest stewardship cost sharing plan, Bigfork/Littlefork watershed, chloride training/dust control, etc.

At 1:05 pm, Oja/Maasch motioned to adjourn and motion carried unanimously.

By: _____
Diane Nelson, Recording Secretary