



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

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

Wednesday, 5/13/2026

11:30 A.M.

Meeting Room 121

The regular meeting of the Itasca County Planning Commission/Board of Adjustment (PC/BoA) was held on Wednesday, 5/13/2026, at 11:30 a.m. * in Meeting Room #121 of the Courthouse with the following in attendance:

MEMBERS PRESENT: Dan Butterfield, Lisa Maasch, Conley Janssen, Mike Bellomy, Lauren Meyer;

ABSENT: None;

EXOFFICIO: Environmental Services Director Katie Benes;

GUESTS: Rose & Matt Hoolihan, Bill Hagenbuck, Thomas Roxberg, Tim Warzecha

*Members met at the Courthouse at 8:30 a.m. to view the properties and then returned to the Courthouse to hold the meeting.

Chair Butterfield called the 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 Bellomy/Janssen, which carried unanimously, the agenda was approved as distributed and motion carried unanimously.

Minutes. Upon the motion of Janssen/Meyer, which carried unanimously, the minutes of the 4/8/2026 hearing were approved as distributed.

Call Back to the Table—Rosanne & Matt Hoolihan/Variance—(Lot 9, Block 1, Siseebakwet Shores, Section 19, Unorganized Township 54-26, Parcel #63-485-0145) — submitted a variance application for construction of a 30'x40' garage which will exceed the allowable impervious coverage and be located 43' from the centerline of the platted road. This application was tabled at the 3/11/2026 and 4/8/2026 meetings. Several documents were added to the record: PCBA 14, PCBA 15- emails from the Hoolihans (contractor information, aerial photos, etc.). ESD Katie Benes clarified that Karin Grandia, Itasca County Engineer, had no concerns with the application. Rose Hoolihan was present and discussed her application for a garage with loft, amended her application for the garage to be located 50' from the centerline (noted it will be well screened at this site) and commented that information from various contractors supported the proposed location as it is the most feasible. Bill Hagenbuck, representing the Siseebakwet Lake Association, was present and comments included they do not endorse variance requests but do not object to the variance as there can be a need and submitted comments for the record (PCBA 16). Maasch/Janssen motioned to close the public portion of the meeting which carried unanimously. There was discussion regarding whether or not there was practical difficulty.

Motion: Butterfield/Janssen motioned to approve the variance application submitted by Rosanne & Matt Hoolihan for construction of a 30'x40' garage which will exceed the allowable impervious coverage and be located 50' (as amended) from the centerline of the existing road (47' from the centerline of the platted road) as set forth in the 5/8/2026 staff report. Motion carried unanimously.

Condition: Install rain barrels

Thomas & Vanessa Roxberg/Tim Warzecha/Variance—(S 100' of E 350' of SE SE, Section 22 and N 270' of Part of NE NE Lyg E of Isaac Lake, Section 27, Balsam Township 58-24, Parcels #04-127-1103, 04-122-4401) — submitted an application for variance from Section 5.6.7F of the Zoning Ordinance and Section 1.1 of the SSTS Ordinance for installation of a septic system to be located 50' from the Ordinary High Water Level (OHWL) of Isaac Lake, Natural Environmental 3 Class lake, and property line/road right-of-way. Thomas Roxberg was present and discussed his variance application needed to upgrade a noncompliant septic system. Tim Warzecha, advanced septic designer, was also present and commented that the proposed site is the only site available for placement of the septic system. Bellomy/Maasch motioned to close the public portion of the meeting which carried unanimously.

Motion: Butterfield/Maasch motioned to approve the variance application submitted by Thomas & Vanessa Roxberg/Tim Warzecha for installation of a septic system to be located 50' from the OHWL and 5' from the RROW/property line as set forth in the 5/8/2026 staff report. Motion carried unanimously.

Condition: Obtain a mitigation plan from SWCD

At 12:33 p.m., Janssen/Maasch motioned to adjourn, and motion carried unanimously.

By: _____
Diane Nelson, Recording Secretary