

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

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

Wednesday, June 10, 2026

1:00 P.M.

Meeting Room 121

The regular meeting of the Itasca County Planning Commission/Board of Adjustment (PC/BoA) was held on Wednesday, 6/10/26, at 1:00 p.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:

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

Chair Dan Butterfield called the Planning Commission/Board of Adjustment meeting to order (1:02 p.m.), opening with the Pledge of Allegiance. Copies of the agenda and opening statement were available for the audience.

Agenda. Additions/corrections. Upon the motion of Butterfield/Janssen, which carried unanimously, the agenda was approved as amended and motion carried unanimously.

Minutes. Upon the motion of Janssen/Bellomy, which carried unanimously, the minutes of the 5/13/2026 hearing were approved as distributed.

Chuck Goering/Conditional Use—(W ½ of NE NW, Section 27, Stokes Township 60-27, Parcel # 38-127-2102) — submitted a Conditional Use Permit application for the establishment of a commercial kennel.

Katie added PCBA 16+17, PCBA 18, PCBA 19, PCBA 20, PCBA 21-24, PCBA 25a-e (noise complaints), PCBA 26 map of respondents, PCBA 27 to the record. Director Benes presented information provided by the MN Board of Animal Health regarding licensing standards for commercial dog kennels. She then clarified the circumstances which led to the establishment of the existing licensed kennel facility. There was a miscommunication between a former Itasca County Env. Services employee and the applicant about whether the use was permissible in the shoreland area. Errant information was provided to the applicant; the mistake was discovered when Mr. Goering attempted to permit an expansion of the kennel. Chuck Goering was present and discussed the application. Butterfield asks applicant if he is willing to table the matter and Benes is directed to contact the county attorney's office for legal review. Applicant agrees to table discussion until legal opinion is obtained.

Motion: Bellomy/Meyer to recommend table of the Conditional Use application submitted by Chuck Goering for one month as set forth in the 6/5/2026 staff report. Motion carried unanimously.

Condition/s: N/A

Dean & Lisa Carsrud/Variance—(Lot 5 less W 600' of S 294.5' & less S 200' of Ely 724.7' & less rev. desc.1, Section 22, Unorganized Township 59-24, Parcel # 55-022-1311) — submitted a Variance application for placement of a 30x54' dwelling and septic system that do not meet the required setbacks for Long Lake (RD-2).

Director Benes submitted PCBA (design for advanced septic) to the record. Dean & Lisa Carsrud were present and discussed application. Butterfield inquires about use of property for short term rental. Applicants state property will be for seasonal/personal use. Butterfield and applicants confirmed plans to clean up blight and derelict structures on

property. John Hall of 24317 E Long Lake Lane was present and addressed the Commission in opposition to the application. His concerns were related to whether a practical difficulty had been created by a former property owner operating a gravel pit and concerns about vegetative screening. Bellomy states there are restrictions for vegetation removal in shoreland areas and that a mitigation plan including vegetative screening has been approved by Soil and Water.

Butterfield/Janssen motioned to close the public portion of the meeting which carried unanimously. (1:46 p.m.).

Motion: Meyer/Bellomy to recommend approval of the Variance application submitted by Dean & Lisa Carsrud for construction of a 30x54' dwelling and advanced septic system that do not meet the required setbacks for Long Lake (RD-2) as set forth in the 6/5/2026 staff report. Motion carried unanimously. (2:02 p.m.)

Condition/s: Advanced septic system.

Jon & Marcia Folven/ Variance—(Lot 3 Blk 1 of Plat Burnt Santy Lake Leased Homesites, Section 16, Balsam Township 58-25, Parcel 04-450-0106) — submitted a Variance application for construction of a 28'x12' cabin addition situated less than 8' from side property line.

Director Benes states there is some discrepancy indicated between application materials and site stakes. There is question about whether a variance is necessary. Planning Commission noted there is no official survey to confirm property lines (currently not a requirement of Itasca County's variance procedures). Director Benes affirms that what is approved today will stay with the property in perpetuity.

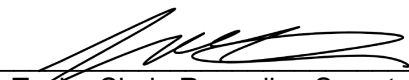
Jon and Marcia Folven were present and discussed requested addition to current dwelling. Janssen asks what the board's opinion is on whether or not variance is needed. Bellomy states granting a variance would protect owners from future property line disputes. Director Benes clarified ordinance requirements for structure setbacks for legal non-conforming parcels, which is ten percent of parcel width; in this case, ten feet. Director Benes notes site stakes measured twelve feet to the assumed property line which incorporates enough space for a one foot eave. There were no additional comments either for or against application from members of the public.

Butterfield/Janssen motioned to close the public portion of the meeting which carried unanimously. (2:27)

Motion: Meyer/Janssen to recommend approval of the Variance application submitted by Jon & Marcia Folven for construction of cabin addition as set forth in the 6/5/2026 staff report. Motion carried unanimously. (2:35)

Condition(s): None.

At 2:37 p.m. Butterfield/Bellomy motioned to adjourn, and motion carried unanimously.

By: 
Taylor Clark, Recording Secretary