

Attachment 1 & 2

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board

(MHB) May 20, 2016

Cass County Courthouse, Walker MN
56484

MEETING MINUTES

Members present: Keith Winger (Beltrami), Neal Gaalswyk (Cass), Paul Thiede (Crow Wing), Kevin Maurer (Morrison), Dean Newland by phone and then in person (Clearwater) and Tim Terrill (Executive Director).

Others Present: Chris Pence (Crow Wing Land Services Supervisor), Mark Liedl (Land Services Director, County Recorder), Josh Stearns & Cory Bushee (GBAJPB), Dan Steward (BWSR), Todd Holman (The Nature Conservancy), Lori Dowling-Hanson (DNR), Mark Willoughby (Enbridge), and Matthew Murray (Murray Surveying).

Chairman Maurer called the meeting to order followed by the Pledge of Allegiance.

Executive Director's Report

- Held meeting with MPCA.
- Sent in report to MCIT.
- Sent an email to LSOHC showing them the infomercial and media websites.
- Wrote a NJPA and LSOHC grant this past month.
- Attended the Grand Rapids Stormwater Scoping Meeting. Will begin preparing for a CWL grant.
- Attended the State of the Waters Conference and participated in the AIS session.
- Met with the Brainerd Riverfront group to explore opportunities for the river front.
- Attended the Crow Wing AIS Inspector training to inform them about social media opportunities.
- Attended the Crow Wing County DRT planning meeting.

Planning and Zoning Actions

Josh Sterns from the GBAJPB presented the variance to the MHB Board. Matthew Murray from Murray Surveying discussed his technical survey and his opinion that practical and ordinance definitions may differ of what constitutes a bluff. The board determined that the MHB definition applies since it is in our jurisdictional area, and it appeared to Commissioner Gaalswyk that some questions in the finding of fact were not answered. Questions were answered in regard to the appeal process and timeline.

M/S Gaalswyk/Thiede to deny certification of the Caron variance as submitted by the Greater Bemidji Area Joint Planning Board based on the MHB's definition of a bluff and the fact that restrictions on building in the bluff impact zone apply. Gaalswyk, Thiede, Maurer and Newland - Aye, Commissioner Winger abstained. Motion Carried.

Action and Discussion Items

Chris Pence discussed the Mississippi Northwoods Trail Proposal. The property was previously owned by Potlatch and has since been deeded to Crow Wing County. The proposal is to designate 11.5 miles of the existing 35 miles as multiple use recreation trails.

Tim discussed the Lessard-Sams Outdoor Heritage Council FY 2018/ML 2017 Proposal for Funding. Easement and acquisition locations will be in the 8 county MHB area on or close to the Mississippi River, headwaters lakes and reservoirs, and connecting corridors and tributaries.

M/S Gaalswyk/Thiede to accept the agenda as presented. Motion Carried.

M/S Gaalswyk/Winger to accept the consent agenda. Motion Carried.

M/S Winger/Thiede to move forward and submit the Lessard-Sams Outdoor Heritage Council Proposal for funding. Motion Carried.

Mark Willoughby of Enbridge explained that Enbridge and MHB have some overlapping concerns with water quality, including, but not limited to stormwater management. Enbridge is proposing to start with the Lake Irving area. Benefits of working together could include minimizing degradation of water quality, reducing runoff and improving wildlife habitat, and reducing risk factors associated with pipelines. Commissioner Thiede explained that he has participated in some meetings with Enbridge and he appreciates the lengths that Enbridge has gone to address runoff and water safety.

Tim was asked to explain how he determined the MHB billing rates when he applies for grants. He gave a brief demonstration of how he determines the rate at this time.

As a reminder – the NJPA will hold their grant award meeting on June 2nd.

Next meeting to be held June 17, 2016 at the Cass County Commissioners meeting room in the Cass County Courthouse.

M/S Gaalswyk/Thiede to adjourn. Motion carried.

Kevin J. Maurer, Chairman

Tim Terrill, Executive Director

06/10/2016 08:00
JasonR

Crow Wing County
MHB Detail History

P 1
glacthst

| ORG YR/PR | ACCOUNT JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | |
|--------------|-------------------------------|-------------------------------|-------------|---------|----------|------------|-----------|-----------------------|--|
| 74 | 74-00-000-000-000-0000-10001- | Cash & Pooled Investments | | | | | | | |
| 16/05 | 186 05/10/16 | APP A0510 | | | | | -449.16 | -449.16 | |
| | A051016 | | | | | | | | |
| 16/05 | 228 05/12/16 | GNI | | | | | 23,788.24 | 23,339.08 | |
| | ST OF MN | SYSTEM GENERATED | DUE TO LINE | | | | | | |
| 16/05 | 243 05/13/16 | PRJ | | | | | -3,416.88 | 19,922.20 | |
| 16/05 | 454 05/24/16 | APP A0524 | | | | | -4,446.80 | 15,475.40 | |
| | A052416 | | | | | | | | |
| 16/05 | 574 05/27/16 | PRJ | | | | | -3,453.68 | 12,021.72 | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | | -640.93 | 11,380.79 | |
| | WF PCARD | SYSTEM GENERATED | DUE TO LINE | | | | | | |
| 16/05 | 702 05/31/16 | GEN | | | | | -525.00 | 10,855.79 | |
| | RECURRING | SYSTEM GENERATED | DUE TO LINE | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 23,788.24 | | CREDITS: | -12,932.45 | NET: | 10,855.79 | |
| 74 | 74-00-000-000-000-0000-20050- | Vouchers Payable | | | | | | | |
| 16/05 | 156 05/09/16 | API B 637 | | | | | -449.16 | -449.16 | |
| | W A051016 | | | | | | | | |
| 16/05 | 186 05/10/16 | APP A0510 | | | | | 449.16 | .00 | |
| | A051016 | AP CASH DISBURSEMENTS JOURNAL | | | | | | | |
| 16/05 | 451 05/23/16 | API B 659 | | | | | -4,446.80 | -4,446.80 | |
| | W A052416 | | | | | | | | |
| 16/05 | 454 05/24/16 | APP A0524 | | | | | 4,446.80 | .00 | |
| | A052416 | AP CASH DISBURSEMENTS JOURNAL | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 4,895.96 | | CREDITS: | -4,895.96 | NET: | .00 | |
| 74 | 74-00-000-000-000-0000-38400- | Expenditures | | | | | | | |
| 16/05 | 156 05/09/16 | API B 637 | | | | | 449.16 | 449.16 | |
| | W A051016 | | | | | | | | |
| 16/05 | 243 05/13/16 | PRJ pr0513 | 1160513 | 1160513 | | | 3,416.88 | 3,866.04 | |

06/10/2016 08:00
JasonR

Crow Wing County
MHB Detail History

P 2
glacthst

| ORG YR/PR | ACCOUNT JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE |
|-----------|-------------------------------|----------------------------|-----------|----------|----------|------------|------------|--------------------|
| | pay051316 | WARRANT=160513 | RUN=1 | BI-WEEKL | | | | |
| 16/05 | 451 05/23/16 | API B | 659 | | | | 4,446.80 | 8,312.84 |
| | W A052416 | | | | | | | |
| 16/05 | 574 05/27/16 | PRJ pr0527 | 1160527 | 1160527 | | | 3,453.68 | 11,766.52 |
| | pay052716 | WARRANT=160527 | RUN=1 | BI-WEEKL | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | | 640.93 | 12,407.45 |
| | WF PCARD | | | | | | | |
| 16/05 | 702 05/31/16 | GEN | | | | | 525.00 | 12,932.45 |
| | RECURRING | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 12,932.45 | | CREDITS: | .00 | NET: | 12,932.45 |
| 74 | 74-00-000-000-000-0000-38500- | Revenues | | | | | | |
| 16/05 | 228 05/12/16 | GNI | | | | | -23,788.24 | -23,788.24 |
| | ST OF MN | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | .00 | | CREDITS: | -23,788.24 | NET: | -23,788.24 |
| 74830 | 74-00-830-000-000-0000-53290- | Natural Resources | | | | | | |
| 16/05 | 228 05/12/16 | GNI | | | | | -23,788.24 | -23,788.24 |
| | ST OF MN | DNR3Q-16 | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | .00 | | CREDITS: | -23,788.24 | NET: | -23,788.24 |
| 74830 | 74-00-830-000-000-0000-61000- | Salaries & Wages - Regular | | | | | | |
| 16/05 | 243 05/13/16 | PRJ pr0513 | 1160513 | 1160513 | | | 2,370.83 | 2,370.83 |
| | pay051316 | WARRANT=160513 | RUN=1 | BI-WEEKL | | | | |
| 16/05 | 574 05/27/16 | PRJ pr0527 | 1160527 | 1160527 | | | 2,370.82 | 4,741.65 |
| | pay052716 | WARRANT=160527 | RUN=1 | BI-WEEKL | | | | |
| | LEDGER BALANCES --- DEBITS: | | 4,741.65 | | CREDITS: | .00 | NET: | 4,741.65 |

06/10/2016 08:00
JasonR

Crow Wing County
MHB Detail History

P 3
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| ORG YR/PR | ACCOUNT JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | |
|--------------|---|-------------------------|----------|------|---------|----|--------------|-----------------------|--|
| 74830 | 74-00-830-000-000-000-0000-61200- | Active Insurance | | | | | | | |
| 16/05 | 243 05/13/16 PRJ pr0513 1160513 1160513 | | | | | | 701.86 | 701.86 | |
| | pay051316 WARRANT=160513 RUN=1 BI-WEEKL | | | | | | | | |
| 16/05 | 574 05/27/16 PRJ pr0527 1160527 1160527 | | | | | | 683.66 | 1,385.52 | |
| | pay052716 WARRANT=160527 RUN=1 BI-WEEKL | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 1,385.52 | | | | CREDITS: .00 | NET: 1,385.52 | |
| 74830 | 74-00-830-000-000-000-0000-61300- | Employee Pension & FICA | | | | | | | |
| 16/05 | 243 05/13/16 PRJ pr0513 1160513 1160513 | | | | | | 344.19 | 344.19 | |
| | pay051316 WARRANT=160513 RUN=1 BI-WEEKL | | | | | | | | |
| 16/05 | 574 05/27/16 PRJ pr0527 1160527 1160527 | | | | | | 344.20 | 688.39 | |
| | pay052716 WARRANT=160527 RUN=1 BI-WEEKL | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 688.39 | | | | CREDITS: .00 | NET: 688.39 | |
| 74830 | 74-00-830-000-000-000-0000-62100- | Telephone | | | | | | | |
| 16/05 | 451 05/23/16 API 006205 24616 6009 B | | | | | | 1.80 | 1.80 | |
| | W A052416 May CTC & 04/01-04/30 LD CALLS CONSOLIDATED TELECOM | | | | | | | | |
| 16/05 | 451 05/23/16 API 006205 24616 6009 B | | | | | | 2.61 | 4.41 | |
| | W A052416 May CTC & 04/01-04/30 LD CALLS CONSOLIDATED TELECOM | | | | | | | | |
| 16/05 | 574 05/27/16 PRJ pr0527 1160527 1160527 | | | | | | 55.00 | 59.41 | |
| | pay052716 WARRANT=160527 RUN=1 BI-WEEKL | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 59.41 | | | | CREDITS: .00 | NET: 59.41 | |
| 74830 | 74-00-830-000-000-000-0000-62680- | Non-Employee Per Diems | | | | | | | |
| 16/05 | 451 05/23/16 API 100532 24619 6021 B | | | | | | 50.00 | 50.00 | |
| | W A052416 PER DIEM FOR MHB MEETING Morrison County Audi | | | | | | | | |
| 16/05 | 451 05/23/16 API 004028 24620 6036 B | | | | | | 50.00 | 100.00 | |
| | W A052416 MILEAGE AND PER DIEM FOR MHB M Winger, Keith | | | | | | | | |
| 16/05 | 451 05/23/16 API 002534 24621 6022 B | | | | | | 50.00 | 150.00 | |
| | W A052416 MILEAGE AND PER DIEM FOR MHB M Newland, Dean | | | | | | | | |

06/10/2016 08:00
JasonR

Crow Wing County
MHB Detail History

P 4
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| ORG YR/PR | ACCOUNT JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE |
|-----------|---|----------|------|----------------------|----------|----|----------|--------------------|
| | LEDGER BALANCES --- DEBITS: | | | 150.00 | CREDITS: | | .00 | NET: 150.00 |
| 74830 | 74-00-830-000-000-000-0000-62720- Non-Employee Mileage | | | | | | | |
| 16/05 | 451 05/23/16 API 002833 | | | 24618 | 6018 | B | 83.16 | 83.16 |
| | W A052416 MILEAGE FOR MHB MEETING | | | Maurer, Kevin J. | | | | |
| 16/05 | 451 05/23/16 API 004028 | | | 24620 | 6036 | B | 42.66 | 125.82 |
| | W A052416 MILEAGE AND PER DIEM FOR MHB M Winger, Keith | | | | | | | |
| 16/05 | 451 05/23/16 API 002534 | | | 24621 | 6022 | B | 59.40 | 185.22 |
| | W A052416 MILEAGE AND PER DIEM FOR MHB M Newland, Dean | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | | 185.22 | CREDITS: | | .00 | NET: 185.22 |
| 74830 | 74-00-830-000-000-000-0000-62990- Prof. & Tech. Fee - Other | | | | | | | |
| 16/05 | 156 05/09/16 API 002961 | | | 23621 | 5835 | B | 39.00 | 39.00 |
| | W A051016 DOMAIN PURCHASE 1 YR RENEWAL | | | EPP MARKETING LP | | | | |
| 16/05 | 156 05/09/16 API 002961 | | | 23622 | 5835 | B | 410.16 | 449.16 |
| | W A051016 WEB HOSTING ANNUAL FEE 0516-04 | | | EPP MARKETING LP | | | | |
| 16/05 | 451 05/23/16 API 101308 | | | 24672 | 6035 | B | 4,107.17 | 4,556.33 |
| | W A052416 MHB RIVER WATERSHED SAMPLING | | | WIDSETH SMITH NOLTIN | | | | |
| 16/05 | 702 05/31/16 GEN | | | | | B | 525.00 | 5,081.33 |
| | RECURRING FINANCIAL SERVICE | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | | 5,081.33 | CREDITS: | | .00 | NET: 5,081.33 |
| 74830 | 74-00-830-000-000-000-0000-63320- Employee Mileage | | | | | | | |
| 16/05 | 603 05/27/16 GNI APRIL | | | | | B | 34.18 | 34.18 |
| | WF PCARD Aitkin county land dept. pres | | | TIM TERRILL | | | | |
| 16/05 | 603 05/27/16 GNI APRIL | | | | | B | 79.38 | 113.56 |
| | WF PCARD Grand Rapids stormwater meeti | | | TIM TERRILL | | | | |
| 16/05 | 603 05/27/16 GNI APRIL | | | | | B | 34.56 | 148.12 |
| | WF PCARD Little Falls Local Water Plan | | | TIM TERRILL | | | | |
| 16/05 | 603 05/27/16 GNI APRIL | | | | | B | 57.24 | 205.36 |
| | WF PCARD monthly meeting | | | TIM TERRILL | | | | |

06/10/2016 08:00
JasonR

Crow Wing County
MHB Detail History

P 5
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| ORG YR/PR | ACCOUNT JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE |
|-----------|--|------------------------------------|-----------|----------|---------|------------|--------|--------------------|
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 35.10 | 240.46 |
| | WF PCARD | North Central Landscape plann | | | | | | |
| | | TIM TERRILL | | | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 158.22 | 398.68 |
| | WF PCARD | St Paul- Governors Sr Policy | | | | | | |
| | | TIM TERRILL | | | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 113.94 | 512.62 |
| | WF PCARD | State of the Waters Conferenc | | | | | | |
| | | TIM TERRILL | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 512.62 | CREDITS: | | .00 | NET: | 512.62 |
| 74830 | 74-00-830-000-000-000-0000-63340- Hotel & Meals Travel Expense | | | | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 32.73 | 32.73 |
| | WF PCARD | Commissioners lunch for Gov. | | | | | | |
| | | TIM TERRILL-APPLEBEES FRID19219666 | | | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 6.40 | 39.13 |
| | WF PCARD | Dinner for stormwater meeting | | | | | | |
| | | TIM TERRILL-MCDONALD'S F28173 | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 39.13 | CREDITS: | | .00 | NET: | 39.13 |
| 74830 | 74-00-830-000-000-000-0000-63380- Training & Registration Fees | | | | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 85.00 | 85.00 |
| | WF PCARD | registration to State of the | | | | | | |
| | | TIM TERRILL-PAYPAL FRESHWATERS | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 85.00 | CREDITS: | | .00 | NET: | 85.00 |
| 74830 | 74-00-830-000-000-000-0000-64090- Office Supplies | | | | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 1.57 | 1.57 |
| | WF PCARD | agenda packet mailing | | | | | | |
| | | TIM TERRILL-USPS 26110004033407503 | | | | | | |
| 16/05 | 603 05/27/16 | GNI APRIL | | | | B | 2.61 | 4.18 |
| | WF PCARD | mailing of Guidebook | | | | | | |
| | | TIM TERRILL-USPS 26110004033407503 | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 4.18 | CREDITS: | | .00 | NET: | 4.18 |
| | GRAND TOTAL --- DEBITS: | | 54,549.10 | CREDITS: | | -65,404.89 | NET: | -10,855.79 |

50 Records printed

** END OF REPORT - Generated by Jason Rausch **

Attachment 3

Executive Directors Report

Executive Director Report

May 2016 – June 2016

Personnel, Budget, Administration, Information & Education, Correspondence

1. Reviewed over monthly budget.
2. Prepared monthly agenda packet.
3. Sent in monthly expense report.
4. Reviewed over potential variances that may be coming before the Board next month.
5. Attended weekly call in meeting with MPCA.
6. Sent NJPA grant for AIS funding support of \$134,500.
7. Reviewed over potential variances from Counties.
8. Submitted MHB LSOHC proposal to the Outdoor Heritage Council.
9. Submitted final 2016 LSOHC Accomplishment Plan.
10. Worked on appeal and hearing process for the Caron Variance.
11. Submitted narrative report to the Initiative Foundation for AIS grant.

Meetings & Networking

1. Attended the North Central Landscape Committee meeting to develop shared values that will translate into goals for a Landscape plan.
2. Met with interested landowner in Morrison County and had him sign a landowner interest form stating that he wanted to be placed on a potential acquisition list.
3. Attended Conservation easement partners meeting held by the DNR to determine what different agencies are doing in North Central MN.
4. Held teleconference with Enbridge and discussed next steps toward additional protection measures for the MHB corridor.
5. Held conversation with landowner in Cass County to discuss the process of how variances are handled and the relationship between the county and the MHB.
6. Held telephone conversation with the Star Tribune reporter about what the MHB's role is in protecting the Miss. River and provided examples of how we are creating context for other organizations to work in.
7. Attended NJPA Innovation funding meeting and did not receive grant for AIS.
8. Held meeting with Project Review Team members to discuss possibilities for strategy development
9. Held meeting with Barr Engineering to discuss options for Bemidji Lake Irving stormwater site.

Planning and Zoning (att. 4 & 5)

Ca6a16- Renae & Robert Pecchia

Cr6a16- James & Debra Bartholmaus



ENVIRONMENTAL SERVICES DEPARTMENT

PO Box 3000 Courthouse, 303 Minnesota Ave W

Walker MN 56484

218-547-7241

DATE: May 19, 2016

NOTICE OF HEARING FOR VARIANCE

APPLICANT:

Renae & Robert Pecchia

614 South 5th Ave

ADDRESS:

Virginia MN 55792

LEGAL DESCRIPTION:

Lot 2 Block 2 & 1/9 Int. in Outlot A "Winnie Dam Homesites" - Section: 26-146-27 - PID # 70-310-0220 - Unorganized Township

MEETING DATE:

Monday, June 13, 2016 at 11:15 AM (time is approximate, please plan on being here 15 minutes prior to scheduled time)

PLACE:

Cass County Land Department Building - 218 Washburn Ave E, Backus, MN 56435

PURPOSE:

An application submitted to construct a 30 feet x 40 feet, 1,200 square feet, accessory structure with the existing accessory structure will in excess by 696 square feet of the total square feet accessory structure allowed per lot size. The applicable portions of the Land Use Ordinance include Section 800 which establishes variance criteria, and Section 1101 which allows for a maximum of 1,200 square feet detached accessory structure on a lot containing from .5 - .99 acre. The property contains .98 acre riparian to Lake Winnibigoshish (GD). The field inspection for this application will be conducted 6/6/16 @ 9:45 AM.

TO: ADJACENT PROPERTY OWNERS:

This is the notice of hearing for a variance. ESD attempts to notify all property owners within $\frac{1}{4}$ mile of the property of the applicant or the nearest 10 property owners whichever results in the most notices. Please share this notice with anyone that may have not been notified. If you have questions, please contact ESD at 218-547-7241. A complete copy of the variance application may be viewed at or obtained from our office.

Written comments maybe submitted to Paul Z. Fairbanks, ESD, Cass County Courthouse, PO Box 3000, Walker MN 56484. Comments may also be submitted to paul.fairbanks@co.cass.mn.us.

Variance Application Permit

Parcel ID # 70-310-0220
 Applicants Name Renae Pecchia
 Applicant is: **Owner:** X **Agent** _____
 Property Owner: Robert & Renae Pecchia
 Mailing Address: 614 S. 5th Ave.
 City, State, Zip: Virginia, MN 55792
 Day Time Phone: 218-750-4933
 Township: unorganized
 Section 26 Twp: 146 Rg: 27

E-911 Address: 4250 Winnie Dam Lane NE Deer River

Lake, River, Stream Winnibigoshish

Classification: GD

Legal Description: Lot 2 Blk 2 & 1/4th interest in Outlot A Winnie Dam Homesite

Renae Pecchia 4-29-16
 Property Owners Signature Date

Applicants Signature (if different than Owner)

Office Use Only

Received By: DB

Date _____

Total Fees Paid: 395⁰⁰ + 46⁰⁰

Check # 5000 Receipt: 258602

Date Field Inspected: _____

Date Application filed with ESD _____

Applicant assisted by: _____

Applicant & MN/DNR notified: _____

See ZP16-146-27-1

Filing Acknowledged

Date of hearing: _____

6/13/16

T-N

This Variance Application is hereby

Approved: _____ Denied: _____

By the Cass County BOA / PAC

Date: _____

By _____

Property Information:

Property Became Lot of Record 1990

Lot Width: 189'

Lot Depth: 193'

Water Frontage: 200'

Total Acres: .98

ROW Setback 22' Lake Setback 137'

Property Line Setback 32'

Building Height: 24'

Previous Owner: Henry Chastan

Year Sold: 2005

Year ISTS installed: 1992

Date of Last Inspection: 4-20-15

Section of Ordinance: 1101

Requested Use: To build a garage to

store our puntoon boat. Will exceed

total area of accessory structure

screenhouse = 256 sq.ft.

existing garage = 440 sq.ft.

new garage = 696

1200

1101 sq.ft. over allowed 1200 sq.ft.

INQPCL-1
Data Set: PRD Production

Parcel Description

5/13/16
11:17:41

Parcel/Acct : 70-310-0220 43239 Asmt/Tax year: 2015 2016 Type: RE
Pri. owner : 67501 Unit . . . : Hold tax stmt:
PECCHIA, RENAE & ROBERT Emergency # : Lease Type:
Taxpayer : 67501 FALCO: 1 FO Escrow . . . : 230 - LIBERTY SAVINGS BAN
PECCHIA, RENAE & ROBERT Surveyed . . : Notes :
Ref. parcel : Com district: 5 UDI . . : 100.00%
Lake #/Name : 11014700 WINNIBIGOSHISH MH court nbr: Billing: P
Physical adr: 4250 WINNIE DAM LN NE TIF district: KD:
 DEER RIVER 56636 User defined:
Acres . . . : .98 UTA-Twp/City: 70 146 27 UNORG
Lot/Block . . : School . . . : 115 CASS LAKE-BENA SCHOO
Plat/Desc . . : 310 WINNIE DAM HOMES... SCHL EMER C/T ****
Sec/Twp/Rge : 26 146.0 27 00 00 00 00
Description : LOT 2 BLK 2 & 1/9 INT. IN OUTLOT A WINNIE <--Version: 1
 DAM HOMESITES

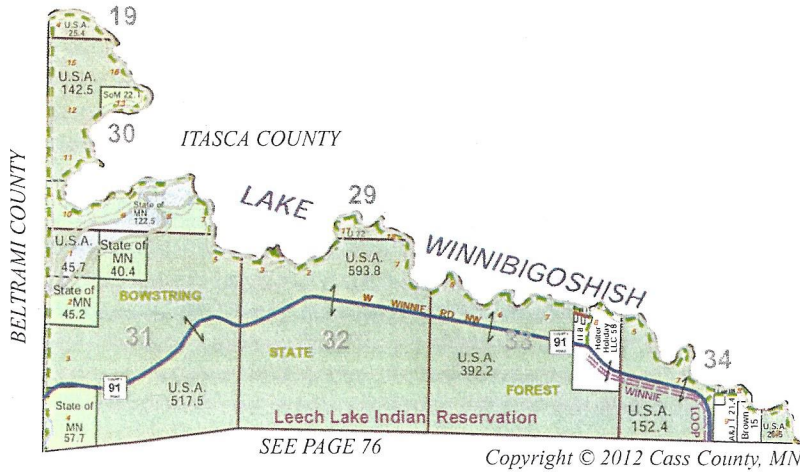
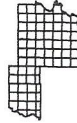
Press Enter to continue or enter new parcel/tax year: 70-310-0220 2016
F1=Help F2=Trans History F3=Exit
F6=Parcel History F7=Name/Addresses F8=Legal F24=More keys

43560 F-2
.98

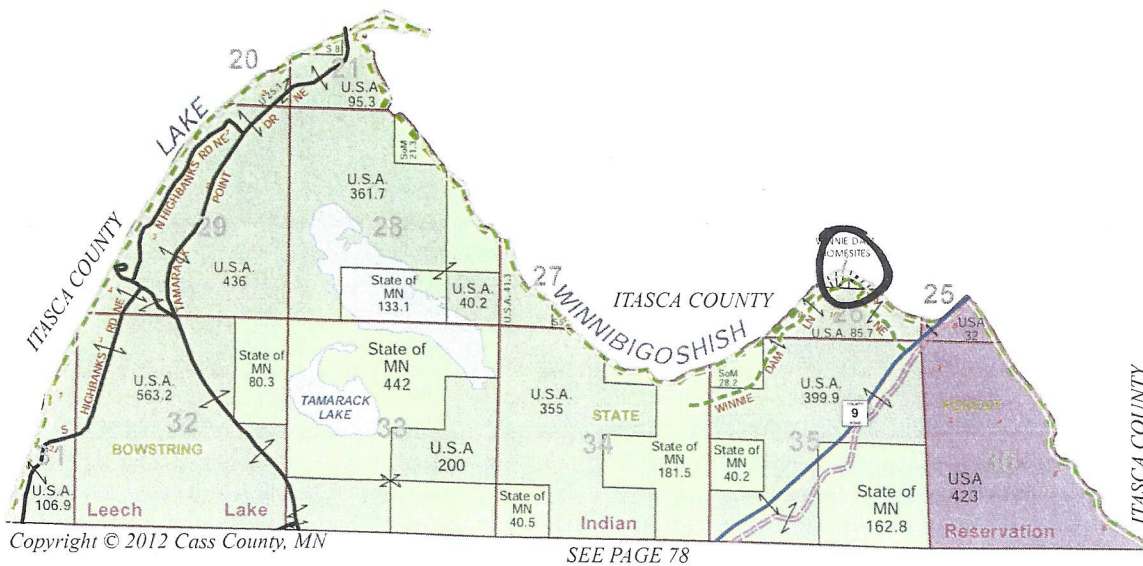
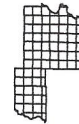
42689 F-2
.25

10672 F-2

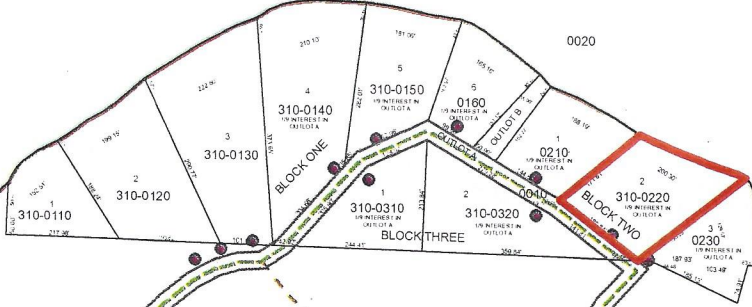
Unorganized Territory T146N • R29W



Unorganized Territory T146N • R27W



WINNIE DAM
HOMESITES
70-310

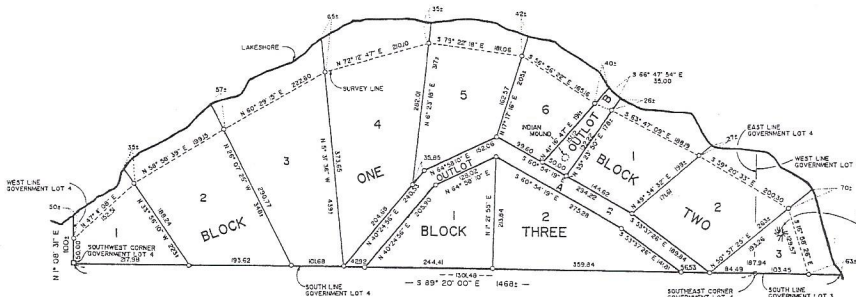


WINNIE DAM LN
WINNIE DAM LN

WINNIE DAM RD NE

WINNIE DAM HOMESITES

LAKE WINNIBIGOSHISH
 LAKE ELEVATION - 427.8 11.21.89
 DWM # 2283
 RESERVOIR OPERATING RANGE 296.94 - 303.34
 SUMMER OPERATING RANGE 297.34 - 303.34



Know all persons by these presents: That the State of Minnesota, a sovereign body, the owner of the following described property situated in the County of Cass, State of Minnesota, to wit:

All of Government Lot 3 and Government Lot 4, Section 26, Township 146 North, Range 27 West, Cass County, Minnesota

Under the authority of Minnesota Statutes, Sections 92.09, 92.10, 92.67 and 92.68 has caused the same to be surveyed and platted into lots as shown on this plat, to be known as WINNIE DAM HOMESITES. Use of Outlot B is subject to Minnesota Statute 307.08. All mineral rights are reserved by the State of Minnesota. It is the opinion of the Commissioner of the Department of Natural Resources that the State's best interests are promoted by this subdivision.

In witness whereof said State of Minnesota, a sovereign body, has caused these presents to be signed by the Commissioner of the Department of Natural Resources this 4th day of January, 1922.

STATE OF MINNESOTA
 By *Joseph N. Alexander*
 Commissioner of Natural Resources of the State of Minnesota

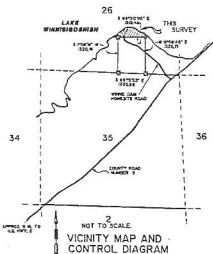
STATE OF MINNESOTA)
 COUNTY OF CASS)

The foregoing instrument was acknowledged before me this 4th day of January, 1922, by Joseph N. Alexander, Commissioner of Natural Resources on behalf of the State of Minnesota.

David S. Landecker
 Notary Public, Cass County, Minnesota
 My Commission Expires, May 4, 1922



- 100 0 100 200
Scale
 - DENOTES IRON MONUMENT SET MARKED BY REG. NO. 17008
 - DENOTES 1/2" IRON PIPE RE-ESTABLISHED FROM 1917 USFS SURVEY
 - DENOTES CONCRETE CHALKER WITH BRASS CAP FOUND IN PLACE FROM 1917 USFS SURVEY
- BASIS OF BEARINGS FOR THIS SURVEY IS THE SOUTH LINE OF GOVERNMENT LOT 4, SECTION 26 AND IS ASSUMED TO BEAR S 89° 20' 00" E



I do hereby certify that I have surveyed and platted the property described on this plat as WINNIE DAM HOMESITES, that this plat is a correct representation of said survey, that all distances are correctly shown on the plat, that all monuments have been placed in the ground as shown, that the outside boundary lines are correctly designated on the plat and that there are no wetlands or public highways to be designated on said plat other than as shown.

David S. Landecker
 David S. Landecker, Land Surveyor
 Minnesota License No. 17008

STATE OF MINNESOTA)
 COUNTY OF CASS)

The foregoing Surveyor's Certificate was acknowledged before me this 12th day of January, 1922, by David S. Landecker, Minnesota License No. 17008.

Sharon Anderson
 Notary Public, Cass County, Minnesota
 My Commission Expires

I, Sharon Anderson, Auditor for Cass County, Minnesota, do hereby certify that the taxes on the lands described hereon have been paid for the years prior to 1922.

Marge Daniels
 Marge Daniels
 Cass County Treasurer

I hereby certify that this instrument was filed in the office of the County Recorder for record on this 7th day of January, 1922, at 4:20 o'clock P.M., and was duly recorded in the county record Book 317834 of plats, page 2, Document Number 111214.

David S. Landecker
 David S. Landecker
 Cass County Recorder

11010101010

70-310



Date: 5/13/2016

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

70-310

70-310

0020

310-0150

0160

0210

0010

310-0320

310-0310

310-0220

0230



Date: 5/13/2016

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

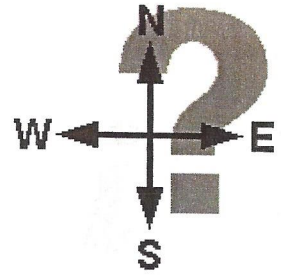
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



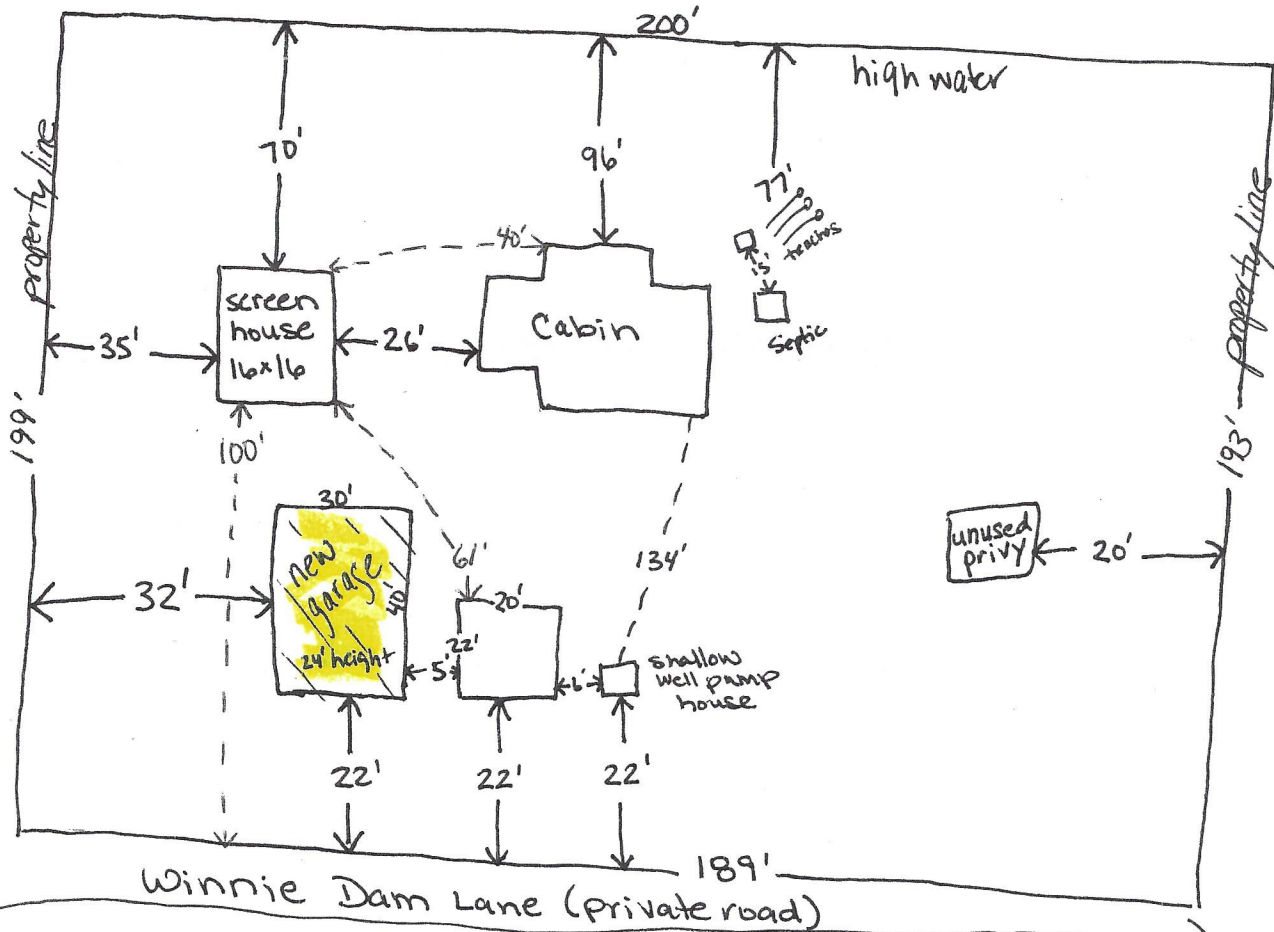
10-18-2011

CASS COUNTY ENVIRONMENTAL SERVICES
 SKETCH DESIGN SHEET

Please: No pencil Drawings



Lake Winnibigoshish



I hereby certify and agree that the above sketch accurately represents the work to be done in conjunction with this permit or restoration order.

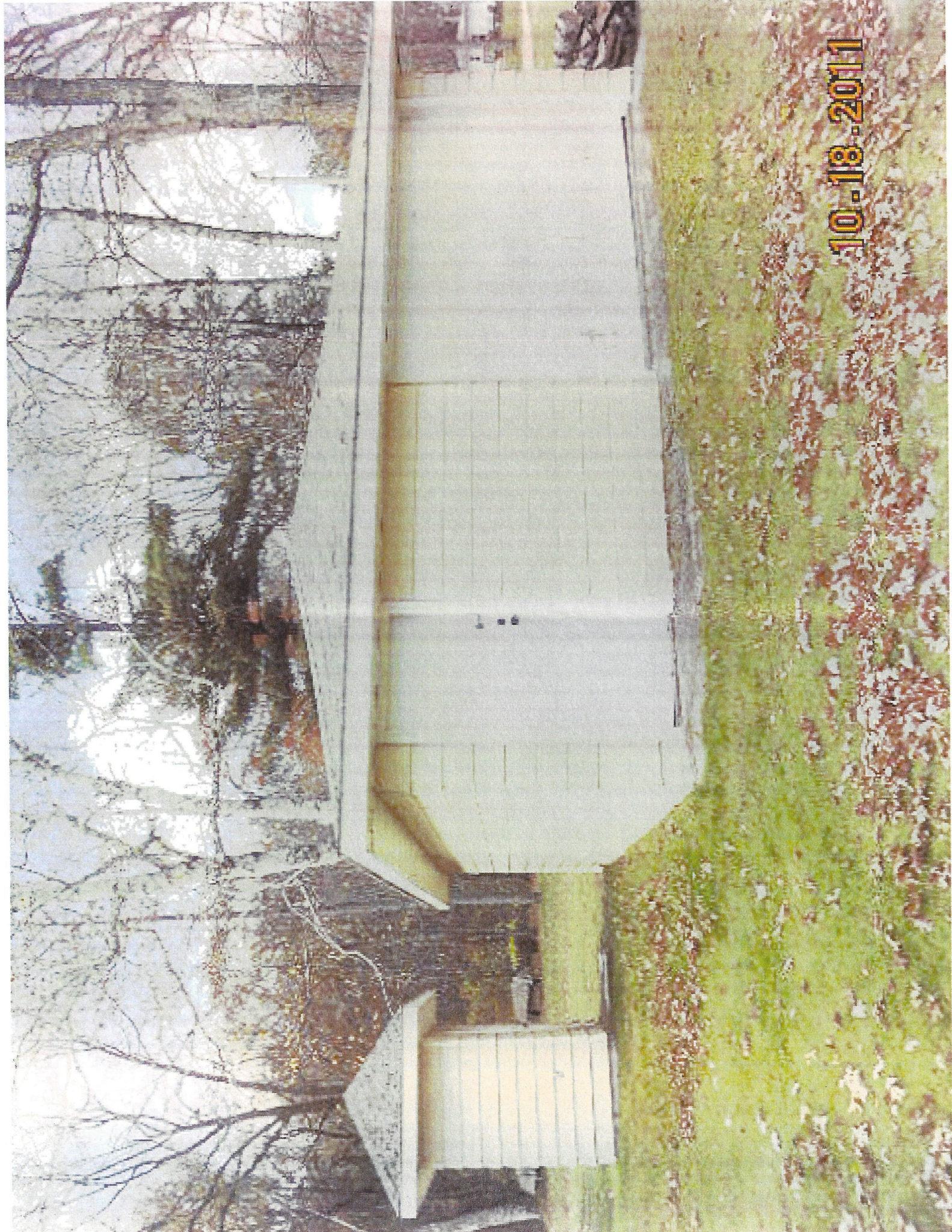
APPLICANT OR AGENT SIGNATURE: Renae Pecchia

DATE: 4-29-16

$$\begin{aligned}
 16 \times 16 &= 256 \text{ FT}^2 \\
 20 \times 22 &= 440 \text{ FT}^2 \\
 \hline
 696 \text{ FT}^2 + 1200 \text{ FT}^2 &= 1896 \text{ FT}^2
 \end{aligned}$$



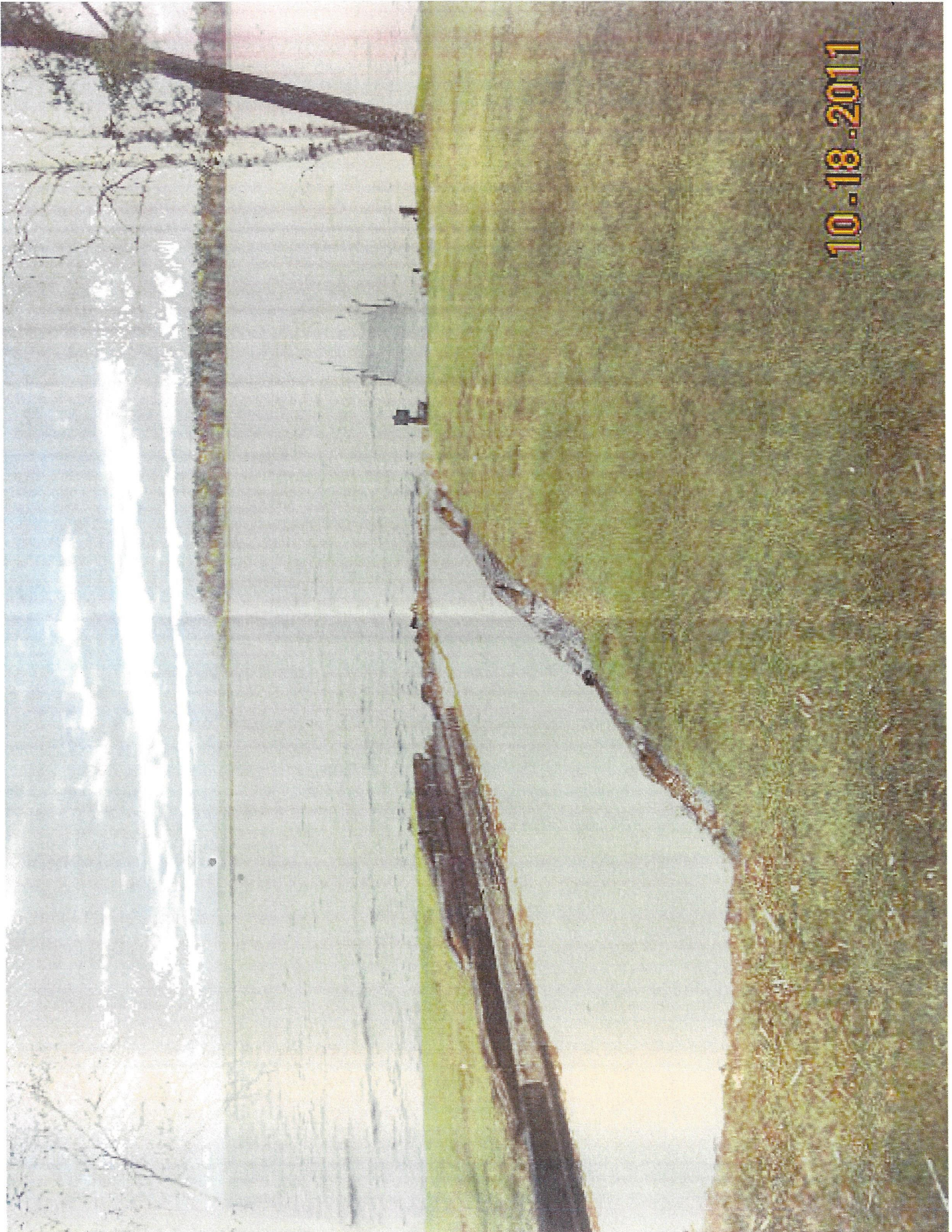
10-18-2011



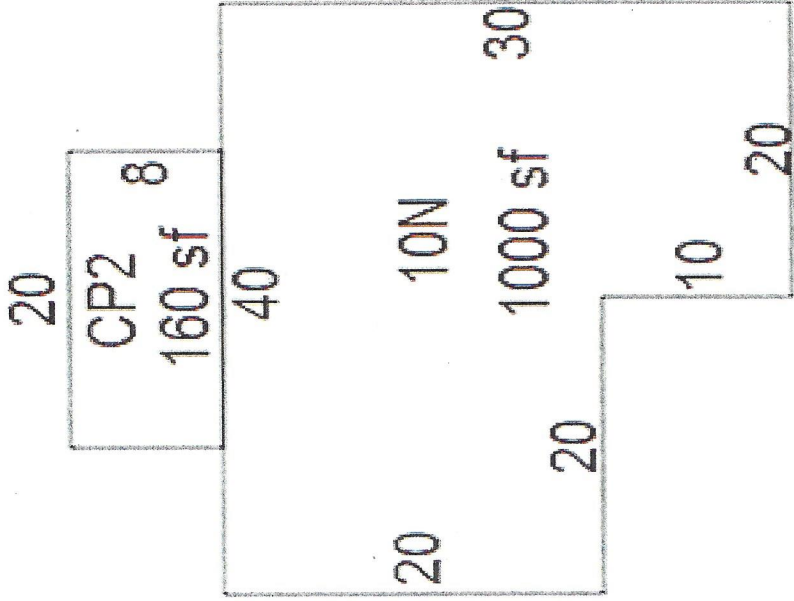
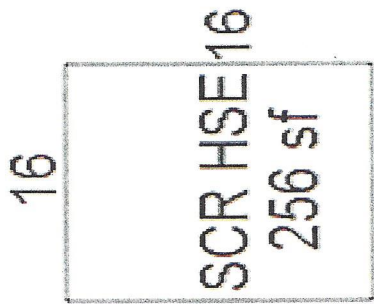
10-18-2011



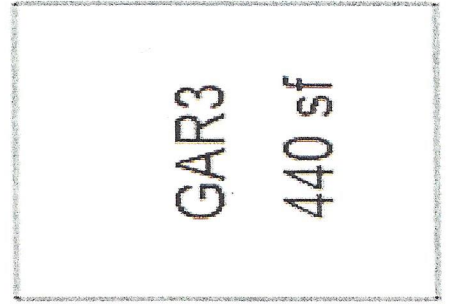
10-18-2011



10-18-2011



20



1856 sq ft

Privy

| FirstOfAPPRCL | OWNAME | OWADR1 | OWADR2 | OWADR3 |
|---------------|-------------------------|-------------------------------|----------------------|------------------|
| | YCHUM, ROBERT | COUNTY ADMINISTRATOR | | |
| 70-026-0001 | USA | | | |
| 70-310-0010 | STATE OF MN, IN TRUST | FOR TAXING DISTRICTS | PO BOX 25 | BACKUS, MN 56435 |
| 70-310-0020 | STATE OF MINNESOTA | | | |
| 70-310-0110 | MIHALOW, MICHAEL J | 4218 WINNIE DAM LN NE | DEER RIVER MN 56636 | |
| 70-310-0120 | GUBERUD, THOMAS L | 4220 WINNIE DAM LN NE | DEER RIVER MN 56636 | |
| 70-310-0130 | JAUMAN, SCOTT M | 22085 OAKDALE DR | CORCORAN MN 55374 | |
| 70-310-0140 | ZAIC, DANIEL J & SANDRA | 10403 HIDDEN OAKS LANE NORTH | CHAMPLIN MN 55316 | |
| 70-310-0150 | BERRY, LYNN S & ROGER | PO BOX 563 | DEER RIVER MN 56636 | |
| 70-310-0160 | BAILEY, ERIC S & JAN L | 3112 20TH ST S | ST CLOUD MN 56301 | |
| 70-310-0210 | BERGIE'S AT WINNIE, LLC | C/O DONALD E & BARBARA A BERG | 2118 MILLER CREEK DR | DULUTH MN 55811 |
| 70-310-0220 | PECCHIA, RENAE & ROBER | 614 SOUTH 5TH AVE | VIRGINIA MN 55792 | |
| 70-310-0230 | SKERSTON, JACK | 4254 WINNIE DAM LANE | DEER RIVER MN 56636 | |
| 70-310-0310 | HOLUM, STEVEN W | 255 HALLAM CURVE | MAHTOMEDI MN 55115 | |
| 70-310-0320 | JOHNSON, SCOTT E & LORI | 15565 PLEASANT VALLEY RD | CENTER CITY MN 55012 | |

Mississippi Headwaters Board
Tim Terrell
Crow Wing County Land Services
322 Laurel Street
Brainerd MN 56401



PLANNING COMMISSION/BOARD OF ADJUSTMENT
June 16, 2016
5:00 P.M.

Historic Court House, 3rd Floor, County Board Room
326 Laurel Street, Brainerd MN 56401
(218) 824-1010, Fax (218) 824-1126, Web: www.crowwing.us

PUBLIC HEARING INFORMATION

Applicant: James & Debra Bartholomaus

Site Location: 21439 County Road 11, Crosby, MN 56441

Request: Variance for:

1. Mississippi River setback of 91 feet

To establish:

- 27,030 square foot building envelope

Notification: Pursuant to Minnesota Statutes Chapter 394, and the Crow Wing County Land Use Ordinance, you are hereby notified of a public hearing before the Crow Wing County Planning Commission. Property owners have been notified according to MN State Statute 394.26 & published in the Brainerd Daily Dispatch. Please share this notice with any of your neighbors who may not have been notified by mail.

Information: Information is available at <http://crowwingcountymn.igm2.com>. Please submit your comments in writing including your name and mailing address to (landservices@crowwing.us). Please contact Land Services with any questions.

Mark B. Liedl, Director
Land Services Department
322 Laurel Street, Suite 15
Brainerd, MN 56401

Office: (218) 824-1010
Fax: (218) 824-1126
www.crowwing.us

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.



Staff Report

Property Owner/Applicant: James & Debra Bartholomaus

Parcel Number(s): 851060010020009, 851060010030009

Application Submitted: May 23, 2016

Action Deadline: July 21, 2016

60 Day Extension Signed: N/A

Authorized Agent: N/A

Current Zoning: Shoreland District

Variance for:

1. Mississippi River setback of 91 feet where 150 feet is required

To establish:

- 27,030 square foot building envelope

Existing Impervious Coverage:

5.0%

Proposed Impervious Coverage

To be determined

Stormwater Plan: No stormwater plan was submitted with the variance application

6-7-16 On-Site Comments:

- The slope is well vegetated and stable
- Topography of the land slopes away from the Mississippi River
- New dwelling will be located in the same location as the existing dwelling

5-9-16 Development Review Team Minutes:

- The plat of Riverside was established in 1979
- Owns Lots 2 & 3 in the plat of Riverside Park
- Existing 20' x 36' cabin was built in 1989 which is located 100 feet from the Mississippi River
- There is no bluff located on the property
- Would like to build a new 36' x 70' dwelling located at 100 feet from the Mississippi River
- A new septic system will be installed and the existing septic system will be removed
- MHB will need to clarify the County's decision on the variance

- MHB – Stated the lots are legal non-conforming lots of records and has no concerns as the septic system will be meeting the 150 foot setback and the new dwelling is in the same location of the existing dwelling

- Property owner was informed that before they could be placed on a public hearing agenda the following information is required:
 1. A certificate of survey meeting the requirements outlined in Article 8.1 of the County Land Use Ordinance
 2. A completed Variance application
 3. The public hearing fee of \$546.00
 4. Septic design

Parcel History:

- The plat of Riverside was established in 1979
- July 1989 – Permit for a 20' x 36' dwelling with a 10' deck and installation of septic system
- September 1994 – Permit for a 12' x 16' storage shed
- March 1999 – Permit for an 18' x 30' deck
- April 2016 – Tom Espersen, Field Staff Specialist met with the property owners to discuss options for a new dwelling

Agencies Notified and Responses Received:

Township: No comments were received as of 6-9-16

County Highway Dept: See attached comments

DNR: No comments were received as of 6-9-16

Mississippi Headwaters Board: No comments were received as of 6-9-16

Concerned Parties: No comments were received as of 6-9-16

ACTION REQUIRED:

POSSIBLE MOTION: To approve/table/deny the variance for:

1. Mississippi River setback of 91 feet where 150 feet is required

To establish:

- 27,030 square foot building envelope

Per findings of fact discussed, on-site conducted on 6-7-16 and as shown on the certificate of survey received at the Land Services Department on 5-20-16 located on Lots 2 & 3, Riverside Park, Sec 33, Perry Lake Township











PLANNING COMMISSION/BOARD OF ADJUSTMENT
June 16, 2016
5:00 P.M.

Historic Court House, 3rd Floor, County Board Room
326 Laurel Street, Brainerd MN 56401
(218) 824-1010, Fax (218) 824-1126, Web: www.crowwing.us

PUBLIC HEARING INFORMATION

Applicant: James & Debra Bartholomaus

Site Location: 21439 County Road 11, Crosby, MN 56441

Request: Variance for:

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To establish:

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Information: Information is available at <http://crowwingcountymn.igm2.com>. Please submit your comments in writing including your name and mailing address to (landservices@crowwing.us). Please contact Land Services with any questions.

Highway Department comments:

The highway department has no concerns with this variance request.

Mark Melby

Mark Melby
Engineering Coordinator

Mark B. Liedl, Director
Land Services Department
322 Laurel Street, Suite 15
Brainerd, MN 56401

Office: (218) 824-1010
Fax: (218) 824-1126
www.crowwing.us

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Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

JUN 07 2016

09. Variance Application
Permit # 1600313

Crow Wing County
326 Laurel St.
Brainerd, MN 56401

Property Information

Please enter parcel # or other information to search by:

Chosen Parcels:

| Parcel ID# | Parcel Address | Lake | Parcel Owner | Acres | Township | Section | Zoning District | Associated Parcels |
|---------------------------------|--|----------------------|--|-------|---------------------------|----------------------------|-----------------|--------------------|
| 851060010030009 | CROSBY, MN 56441 | MISSISSIPPI RIVER | BARTHOLMAUS, JAMES W & DEBRA G 21439 COUNTY RD 11 CROSBY, MN 56441 | | PERRY LAKE TOWNSHIP | S: 33 T: 136N R: 26W | SD | |
| 851060010020009 | 21439 COUNTY ROAD 11 CROSBY, MN 56441 | MISSISSIPPI RIVER | BARTHOLMAUS, JAMES W & DEBRA G 21439 COUNTY RD 11 CROSBY, MN 56441 | | PERRY LAKE TOWNSHIP | S: 33 T: 136N R: 26W | SD | |

Are you the property owner? Yes

Landowner Contact information:

Name:
James & Debra Bartholomaus

Phone:

Email Address:
debe7up@gmail.com

Mailing Address:

Required Information

Please provide info about your existing septic system: There is no septic system on this property.

If septic is proposed or being upgraded, is septic design on file with CWC? On file with Crow Wing County

Did you attend a Development Review Team (DRT) meeting? Yes

Project Specifics

Please indicate type of variance (s) requested: Lake / River Setback

Please explain your request: Mississippi River setback of 91 feet to establish a building envelope of 27,030 square feet

Is survey already on file with Crow Wing County? Yes

Findings of Fact

| | |
|---|---|
| 1. Is the property owner proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance? Why? | Yes, the proposed dwelling will be located in the same location as the existing dwelling that was placed on the property in 1989. The plat of Riverside was established in 1979 prior to the Mississippi Headwaters Board |
| 2. Is the need for a Variance due to circumstances unique to the property and not created by the property owner? Why? | Yes, The plat of Riverside was established in 1979 prior to the Mississippi Headwaters Board. The previous owner placed the existing dwelling on the property at 109 feet from the Mississippi River in 1989 |
| 3. Will the issuance of a Variance maintain the essential character of the locality? Why? | Yes, the proposed dwelling will be located in the same location as the existing dwelling that was placed on the property in 1989. |
| 4. Does the need for a Variance involve more than economic considerations? Why? | Yes, There will be a new septic system installed and the new dwelling does not encroach any farther into the Mississippi River setback than the existing dwelling |
| Is this an after-the-fact application? | No |

Terms

Terms & Conditions

No decisions were made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of applications is determined by the Planning Commission/Board of Adjustment at a public meeting as per Minnesota Statute 394 and the Crow Wing County Land Use Ordinance.

Invoice 05/23/2016

| Charge | Cost | Quantity | Total |
|---|----------|---------------------|-----------------|
| Recording Fee added 05/23/2016 4:16 PM | \$46.00 | x 1 | \$46.00 |
| Variance Application Fee added 05/23/2016 4:16 PM | \$500.00 | x 1 | \$500.00 |
| Grand Total | | | |
| | | Total (Paid) | \$546.00 |

Approvals

| Approval | Signature |
|--|--|
| Applicant | James Bartholomaus - 05/23/2016 4:16 PM - witnessed by Sue Maske fc94486058e0b4e21964a7789fd5dbbd 1fe156d78719a354e4a801e87fd28ee6 |
| #1 Planning Assistant (Application Reviewed) | Sue Maske - 05/23/2016 4:16 PM 3f40aeb006e3d5843a1a2a6ff8692113 6717ac681476e1fc6c6ce6f84f33279b |
| #2 Board Approval | |

Action/Discussion

Mobile Friendly Website Analysis

Overview

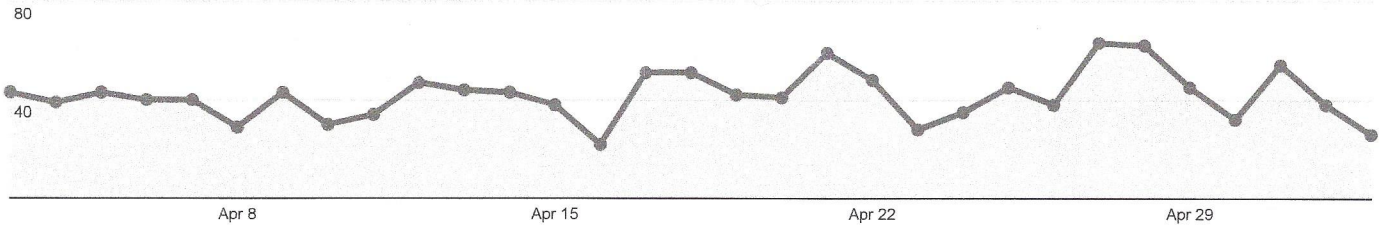
Apr 3, 2016 - May 3, 2016

All Users
100.00% Sessions

Explorer

Summary

Sessions



| Device Category | Acquisition | | | Behavior | | | Conversions | | |
|-----------------|--------------------------------------|--|--------------------------------------|--|------------------------------------|--|--------------------------------------|----------------------------|--------------------------------------|
| | Sessions | % New Sessions | New Users | Bounce Rate | Pages / Session | Avg. Session Duration | Goal Conversion Rate | Goal Completions | Goal Value |
| | 1,293 % of Total: 100.00% (1,293) | 83.91% Avg for View: 83.91% (0.00%) | 1,085 % of Total: 100.00% (1,085) | 71.08% Avg for View: 71.08% (0.00%) | 1.63 Avg for View: 1.63 (0.00%) | 00:01:04 Avg for View: 00:01:04 (0.00%) | 0.00% Avg for View: 0.00% (0.00%) | 0 % of Total: 0.00% (0) | \$0.00 % of Total: 0.00% (\$0.00) |
| 1. desktop | 682 (52.75%) | 82.84% | 565 (52.07%) | 64.08% | 1.85 | 00:01:25 | 0.00% | 0 (0.00%) | \$0.00 (0.00%) |
| 2. mobile | 465 (35.96%) | 86.24% | 401 (36.96%) | 81.94% | 1.30 | 00:00:33 | 0.00% | 0 (0.00%) | \$0.00 (0.00%) |
| 3. tablet | 146 (11.29%) | 81.51% | 119 (10.97%) | 69.18% | 1.64 | 00:01:06 | 0.00% | 0 (0.00%) | \$0.00 (0.00%) |

Rows 1 - 3 of 3

Estimate

EPP Marketing, LP • (956) 627-5409 • www.eppmarketing.com

Mailing Address: 4042 Carnation Circle, McAllen TX 78501
Office Address: 6112 N. 10th Ste. 1J, McAllen TX 78504

| | |
|-----------|------------|
| Date | Estimate # |
| 5/25/2016 | 176 |

| Name / Address |
|--|
| Mississippi Headwaters Board Pam Kichler Land Services Building 322 Laurel Street Brainerd, MN 56401 |

| Description | Qty | Rate | Total |
|--|-----|-------------------------|------------|
| Website Design: Mobile/Responsive redesign of MississippiHeadwaters.org | | 245.00 | 245.00 |
| Website Programming: Mobile friendly, responsive reprogramming of all existing pages/content on MississippiHeadwaters.org including photos and text currently on the site. | | 1,490.00 | 1,490.00 |
| | | Subtotal | \$1,735.00 |
| | | Sales Tax (0.0%) | \$0.00 |
| | | Total | \$1,735.00 |

This estimate is valid for 30 days from the date it was created.