



**Mississippi Headwaters Board
Meeting Agenda
Cass County Board Room Walker, MN**

**<https://us02web.zoom.us/j/82376644615>
August 25, 2023
9:00 am**

9:00 AM

- **Call to Order/Pledge of Allegiance**

9:05 AM Approve/Amend

- Agenda
- Consent Agenda – July '23 Minutes & Expenses

Correspondence

- July Press Release
- DNR Comm. Strommen email
- Recreational email from DNR
- ACOE Ribbon Cutting
- Morrison Soil Health Field Day

Planning and Zoning (Actions)

- GBA8a23- Haberman Variance

Action / Discussion Items:

- MRCTI conference in Bemidji.
- Gantt program review
- MHB recreational website
- Executive Directors report

Misc: ☀ Legislature Update (if any) ☀ County Updates

Meeting Adjourned - Thank you

Mtgs:

September 22, 2023 10:00 AM- MHB Board Meeting, Cass County Courthouse, Walker, MN
October 27, 2023- 9:00 AM- MHB Biennial Conference, Breezy Point Resort

Attachment

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board
July 28, 2023
Cass County Board Room
322 Laurel St.
Brainerd, MN

Optional interactive technology: <https://us02web.zoom.us/j/82212808211>

MEETING
MINUTES

Members present by Roll Call: Scott Bruns (Cass), Ted VanKempen (Hubbard), Michael Kearney (Aitkin interactive), Cory Smith (Itasca interactive), Dean Newland (Clearwater), Steve Barrows (Crow Wing), Craig Gaasvig (Beltrami), Bobby Kasper (Morrison), and Tim Terrill (Executive Director).

Others Present: Chip Leer (Fishing the Wildside), Eric (Assistant Cameraman)

Pledge of Allegiance

Chair Van Kempen asked if there were any additions to the agenda.

M/S (Bruns/Newland) to approve of the agenda. Motion carried unanimously.

Chair Van Kempen asked for approval to the consent agenda. **M/S (Barrows/Gaasvig) to approve of the Consent agenda. Motion carried unanimously.**

Correspondence

The July press release was shown to the board and it discussed how funding from the MHB was given to help fund cover crop education in Morrison county.

Tim showed the board a picture that Commissioner Sarah Strommen had taken during their meeting in Walker, and provided a brief overview of the conversation. It was explained that the subjects talked about were: Public Water Accesses, connection to organizer of the MRCTI, and looking at a budget increase for the MHB. Comm. Van Kempen said the meeting went well, and we will need to connect at a later date with Sarah to discuss increased base funding.

Tim provided a picture of the room and people that attended the EDAM conference in Rochester where he presented the Resourcetainment PowerPoint to attendees.

Tim mentioned that the Whiskey Creek public hearing was yesterday and the Baxter Mayor and councilmember attended. Comm. Barrows elaborated that this is a 10 year project in the making and was grateful that the partners worked on this to bring it to fruition. Tim said the acquisition portion of this project should be completed by September 1st. Comm. Barrows said this is a highly visible project that the community has been anxious see happen.

Tim produced a copy of the Upriver email announcement sent out on a listserv to get people interested in the Mississippi upriver race being held tomorrow. He also mentioned there was a nice article in the Brainerd Dispatch produced as well.

Planning and Zoning

GBA7a23- Wavra Variance- Matt Murray from Murray surveying presented the Wavra variance to the board for a reduction in setback to the OHWM and impervious surface. Matt explained that through the process, Wavra agreed to reduce the impervious surface by 0.1%, increase the rear and side yard setbacks, and increase the setback of the new house from 50' to 67'. Discussion ensued and Comm. Barrows said there were small little positive decisions made to help make this lot less non-conforming. He asked if there was any consideration for the cement apron being eliminated to move the house back further. Matt responded that moving the house back further and eliminating the apron would not allow for additional parking of guests, and would alter the essential character of the locality. Comm. Van Kempen agreed with Barrows and said that these small improvements on legal non-conforming lots is making big impacts. **M/S (Gaasvig/Barrows) to approve of the Wavra Variance. Motion carried unanimously.**

Action/Discussion:

1. Recreational Metrics- Tim provided the board with a spreadsheet of what counties are doing regarding any recreational metrics on visitors to the county's recreational infrastructure. With the exception of Aitkin county using vibration sensors most counties don't keep a record or have a tool to measure usage of a natural resource amenity. This is due to mostly because recreation grants do not require it. Tim said that since recreational data is easier to measure now than it was several years ago, that it might be worth a conversation with the land department to check into that. Data is an important tool for local leaders and grant decision makers when they make decisions.
2. Biennial Conference Agenda- Tim presented the board with a draft agenda of the topics they are going to discuss at the biennial conference. After reviewing the agenda with the board, Comm. Barrows noted that mentioning loons and their value to the area is important to include. Tim asked which commissioners would like to give a brief talk after each agenda item, and that was sorted out at the meeting.

Executive Director's Report

1. Tim attended a MN-Fish board meeting to discuss a potential role in the public water access funding. Around \$40 million has been allocated to PWA's and they are waiting for the DNR to develop a priority list and process before allocating funding.
2. Tim attended the Paddle Your Glass Off event in Aitkin and around 94 people attended. Surveys were conducted to gather economic data.
3. Lake of the Woods SWCD decided to use geofencing rather than our MN Traditions social media platform to educate people about the Keep it Clean ice fishing campaign.
4. Tim attended the Mill Creek Park planning meeting in Little Falls and based on historical research and existing infrastructure, it looks like historical and recreational themes may be the theme of this park rehabilitation. Tim advised the planning group to meet on site at the next meeting so we can get a "feel" for the park, and they agreed to do that.
5. Tim gave an update on the land exchange process between CNF and Bowen Lodge. It appears the group has lost momentum due to staff changes at the Washington DC level, and more friendly accountability in the form of reports is needed. Comm. Gaasvig provided Tim with a name and contact information for Rep. Stauber's office person.

County & Legislative Updates

Comm. Gaasvig said the the GBAJPB will be dissolving at the end of December 2023 and Northern township and other townships will do their own planning and zoning. There is a possibility that a new JPB will be formed, so Tim should reach out with education to the new and existing townships.

Comm. Barrows pointed out that overall the state legislation was good this year, but counties will need to look at the funding and see what strings are attached. He also mentioned that Baxter, Brainerd, and MN DOT spent around \$25K for the Hwy 371 and 210 crossing and received a grant for \$58 million. That is scheduled to be started in 2027.

M/S (Newland/Kasper) to adjourn. Motion carried unanimously.

Ted Van Kempen, Chairman of the Board

Executive Director Tim Terrill

July SFY'24 Budget Summary

		YTD spending/rei mbursement	Projected Budget	% of budget spent	
Revenues:	Monthly Amount				Notes
Governor's DNR grant (53290)			\$124,000.00	0.00%	non competitive quarterly reimbursement
LSOHC grant (53290)			\$8,000.00	0.00%	LSOHC reimbursement
Guidebook sales (58400)			\$200.00	0.00%	reimbursment for Guidebook sales
Enbridge program (58300)			\$11,000.00	0.00%	enbridge reimbursement
Miscell. Other revenue (58300)			\$9,000.00	0.00%	AIS reimbursement + Aitkin economic developent
MCIT Dividend (58300)			\$42.00	0.00%	MCIT refund
County Support (52990)			\$12,000.00	0.00%	8 county support
LCCMR acquisition			\$1,780.00	0.00%	competitive reimbursement
Total	\$0.00	\$0.00	\$40,242.00		
Expenses:	Monthly Amount				Notes
Salaries/Benefits FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000)	\$ 8,391.57		\$116,691.00	0.00%	reimbursed by Gov. DNR grant
MCIT insurance/work comp/liability (61500)			\$3,022.00	0.00%	reimbursed by Gov. DNR grant
MHB board Per Diem (62680)			\$2,300.00	0.00%	reimbursed by Gov. DNR grant
Hotel/Meals/travel exp. (63340)	\$ 68.88		\$1,000.00	0.00%	reimbursed by Gov. DNR grant
Commissioner Mileage (62720)			\$2,500.00	0.00%	reimbursed by Gov. DNR grant
Employee Mileage (63320)	\$ 667.43		\$3,700.00	0.00%	reimbursed by Gov. DNR grant
Professional Services (62990)	\$ 600.51		\$35,000.00	0.00%	CW financial + Park rental
Office supplies/operations (64090)	\$ 1,128.81		\$1,600.00	0.00%	MHB lanyards + telephone
Training & Registration Fees (63380)			\$800.00	0.00%	conferences
Total	\$ 10,857.20	\$0.00	\$166,613.00		

Governor's DNR grant is always \$124K every year

LSOHC grant is around \$6K to \$8K every year

*The total under revenue does not reflect the \$124K because it is a non-competitive grant, and it doesn't always fall in the fiscal year.

ACCOUNT DETAIL HISTORY FOR 2023 07 TO 2023 07

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	61000	Salaries & Wages - Regular							
							REVISED BUDGET		.00
							PER 01	5,802.46	5,802.46
							PER 02	6,107.35	11,909.81
							PER 03	5,976.54	17,886.35
							PER 04	5,976.54	23,862.89
							PER 05	5,976.55	29,839.44
							PER 06	8,964.81	38,804.25
23/07	546 07/14/23	PRJ pr0714	1230714	1230714	1230		2,988.27	41,792.52	
	pay071423	WARRANT=230714 RUN=1 BI-WEEKL							
23/07	1512 07/28/23	PRJ PR0728	1230728	1230728	1230		2,988.27	44,780.79	
	PAY072823	WARRANT=230728 RUN=1 BI-WEEKL							
		LEDGER BALANCES --- DEBITS:	44,780.79			CREDITS:	.00	NET:	44,780.79
74830	61200	Active Insurance							
							REVISED BUDGET		.00
							PER 01	1,792.38	1,792.38
							PER 02	1,793.46	3,585.84
							PER 03	1,668.46	5,254.30
							PER 04	1,543.46	6,797.76
							PER 05	1,544.54	8,342.30
							PER 06	1,543.46	9,885.76
23/07	546 07/14/23	PRJ pr0714	1230714	1230714	1230		782.75	10,668.51	
	pay071423	WARRANT=230714 RUN=1 BI-WEEKL							
23/07	1512 07/28/23	PRJ PR0728	1230728	1230728	1230		760.71	11,429.22	
	PAY072823	WARRANT=230728 RUN=1 BI-WEEKL							
		LEDGER BALANCES --- DEBITS:	11,429.22			CREDITS:	.00	NET:	11,429.22
74830	61300	Employee Pension & FICA							
							REVISED BUDGET		.00
							PER 01	837.54	837.54
							PER 02	883.74	1,721.28
							PER 03	867.74	2,589.02
							PER 04	871.56	3,460.58
							PER 05	871.57	4,332.15
							PER 06	1,324.30	5,656.45
23/07	546 07/14/23	PRJ pr0714	1230714	1230714	1230		435.78	6,092.23	
	pay071423	WARRANT=230714 RUN=1 BI-WEEKL							
23/07	1512 07/28/23	PRJ PR0728	1230728	1230728	1230		435.79	6,528.02	
	PAY072823	WARRANT=230728 RUN=1 BI-WEEKL							

ACCOUNT DETAIL HISTORY FOR 2023 07 TO 2023 07

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
LEDGER BALANCES --- DEBITS:					6,528.02	CREDITS:		.00	NET:	6,528.02
74830	62100	Telephone				REVISED BUDGET				.00
						PER 01		61.73	61.73	
						PER 02		61.97	123.70	
						PER 03		61.72	185.42	
						PER 04		61.75	247.17	
						PER 05		61.77	308.94	
						PER 06		61.84	370.78	
23/07	550	07/18/23	API 006205		197545	34892		6.71	377.49	
		W C071823	JULY 12 -AUG 11	COUNTY WIDE BI CONSOLIDATED	TELECOM					
23/07	1512	07/28/23	PRJ PR0728	1230728	1230728	1230		55.00	432.49	
		PAY072823	WARRANT=230728	RUN=1 BI-WEEKL						
LEDGER BALANCES --- DEBITS:					432.49	CREDITS:		.00	NET:	432.49
74830	62990	Prof. & Tech. Fee - Other				REVISED BUDGET				.00
						PER 01		9,315.53	9,315.53	
						PER 02		625.00	9,940.53	
						PER 03		1,745.00	11,685.53	
						PER 04		14,756.43	26,441.96	
						PER 05		779.59	27,221.55	
						PER 06		525.00	27,746.55	
23/07	326	07/05/23	API 006007		196863	34822		1,540.64	29,287.19	
		W A070523	TNC INVOICE # 4		THE NATURE					
23/07	326	07/05/23	API 101649		196970	1948980		7,671.25	36,958.44	
		W A070523	WEST INVOICE # 4		WEST COMMUNICATIONS					
23/07	326	07/05/23	API 007203		196971	34791		871.01	37,829.45	
		W A070523	HUBBARD LSOHC INVOICE # 4		HUBBARD COUNTY					
23/07	465	07/11/23	API 006007		197307	34882		4,747.04	42,576.49	
		W A071123	TNC INVOICE # 4		THE NATURE					
23/07	1352	07/25/23	API 004357		198430	35006		75.51	42,652.00	
		W A072523	EDUCATION CENTER RENTAL PERMIT	Brainerd Parks and R						
23/07	1840	07/31/23	GEN					525.00	43,177.00	
		RECURRING	FINANCIAL SERVICE							
LEDGER BALANCES --- DEBITS:					43,177.00	CREDITS:		.00	NET:	43,177.00

ACCOUNT DETAIL HISTORY FOR 2023 07 TO 2023 07

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	63320		Employee Mileage							
										REVISED BUDGET
						PER 01		395.81	395.81	
						PER 02		310.48	706.29	
						PER 03		621.82	1,328.11	
						PER 04		565.68	1,893.79	
						PER 05		200.63	2,094.42	
						PER 06		138.41	2,232.83	
23/07	1283	07/21/23	GNI					53.71	2,286.54	
	WF OOP		1434-Aitkin PYGO							
			TIM TERRILL - OOP - Aitkin PYGO resourcetaiment event							
23/07	1283	07/21/23	GNI					26.20	2,312.74	
	WF OOP		1434-Brainerd Park							
			TIM TERRILL - OOP - Brainerd Park grand opening							
23/07	1283	07/21/23	GNI					119.87	2,432.61	
	WF OOP		1434-Itasca state park kayak							
			TIM TERRILL - OOP - Itasca state park kayak mileage							
23/07	1283	07/21/23	GNI					42.31	2,474.92	
	WF OOP		1434-Morrison Local Water Plan							
			TIM TERRILL - OOP - Morrison Local Water Plan meeting							
23/07	1283	07/21/23	GNI					14.00	2,488.92	
	WF OOP		1434-Parking fee							
			TIM TERRILL - OOP - Parking fee							
23/07	1283	07/21/23	GNI					29.48	2,518.40	
	WF OOP		1434-Pine River advisory							
			TIM TERRILL - OOP - Pine River advisory committee							
23/07	1283	07/21/23	GNI					317.02	2,835.42	
	WF OOP		1434-Rochester EDAM confernece							
			TIM TERRILL - OOP - Rochester EDAM confernece							
23/07	1283	07/21/23	GNI					32.42	2,867.84	
	WF OOP		1434-Sentinel Landscape mtg							
			TIM TERRILL - OOP - Sentinel Landscape meeting							
23/07	1283	07/21/23	GNI					32.42	2,900.26	
	WF OOP		1434-Sentinel landscape mtg							
			TIM TERRILL - OOP - Set up for Sentinel landscape meeting							
			LEDGER BALANCES --- DEBITS:		2,900.26	CREDITS:		.00	NET:	2,900.26
74830	63340		Hotel & Meals Travel Expense							REVISED BUDGET
						PER 01		7.95	7.95	
						PER 02		10.89	18.84	
						PER 03		9.03	27.87	
						PER 04		20.35	48.22	
						PER 05		36.75	84.97	
						PER 06		12.50	97.47	
23/07	1282	07/21/23	GNI					20.50	117.97	
	BREM PCARD		Itasca State Park signage meal							
			LOBO S BAR & GRILL - TIM TERRILL, -Itasca State Park signage meal							
23/07	1282	07/21/23	GNI					20.12	138.09	
	BREM PCARD		PYGO after meal							



PROTECTING THE FIRST 400 MILES

IMMEDIATE PRESS RELEASE 8/1/23

Media Contact

Tim Terrill

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Mississippi Headwaters Board Learns about Conservation Program Successes.

At the May board meeting, Executive Director Tim Terrill gave a presentation before the board about the Mississippi Headwaters Habitat Corridor easement and acquisition Program. He explained that conservation easement and acquisition programs are ways to protect land by either selling development rights of the land, or selling the land to a public entity to keep it in its natural state. Either way, the program keeps the land forever in its natural state (trees), which helps filter contaminants from entering the ecosystem, and promotes habitat complexes for animals to live out their lifecycle. The program has protected 6,446 acres and 47 shoreland miles over its lifetime, and in the next two years the program will cumulatively protect over 12,000 acres and 56 miles of shoreland. After explaining the geography and goals of the program, he briefly gave examples in Aitkin, Hubbard, and Morrison counties where the program formed habitat complexes. The board was pleased with the program and that it is doing well, and were happy that the partners worked together to protect this beautiful area.



Strommen, Sarah (DNR) <sarah.strommen@state.mn.us>

Tim Terrill; 'Ted Van Kempen'; + 1

12:16 P

RE: Thank you

Thanks, Tim. You haven't missed anything yet!

Following our conversation, I thought your idea was such a good one that I asked each of our directors to draft a short engagement plan for the Get Out MORE dollars so we have a comprehensive list of entities we want to reach out to and that we approach each entity only once with the full list of items on which we want input. For example, Parks and Trails would like your input on PWAs, and Fish and Wildlife would like your input on shore fishing opportunities. We'll have one request for input from DNR to MHB that covers both items.

These won't be extensive plans but will ensure we don't miss anyone and will organize us as a single agency in our requests. I asked for plans to be complete by next Monday so outreach should happen shortly after that.

Let's keep in touch. We look forward to your input on the opportunities, but clearly, we're also benefiting from the enhancing dialogue on how we can work better with partners.

Best wishes,

Sarah Strommen

Commissioner

(she/her/hers)

Minnesota Department of Natural Resources

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St. Paul, MN 55155

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mndnr.gov



Approved “Get Out MORE” — Modernize Outdoor Recreation Experiences

Outdoor recreation is central to Minnesota’s identity, fundamental to our economy, and essential for our health and quality of life. We have a once-in-a-generation opportunity to invest in renewing and evolving our outstanding, but aging, state outdoor recreation system. The transformative Get out MORE (Modernize Outdoor Recreation Experiences) investments, approved by the legislature and signed by Governor Walz, will help ensure Minnesotans of all abilities and interests enjoy a world-class recreation system, whatever outdoor experience they choose.

The Bureau of Economic Analysis estimates that outdoor recreation contributes more than \$9.9 billion annually to Minnesota’s economy and makes up 91,000 jobs (Outdoor Industry Association survey, 2022). The DNR provides enriching public outdoor recreation —such as hunting, fishing, wildlife-watching, camping, skiing, hiking, biking, off-highway vehicle riding—for Minnesotans of all ages and backgrounds. These opportunities depend on Minnesota’s well-managed outdoor recreation system that includes state parks, recreation areas, trails, forests, wildlife and aquatic management areas, public water access sites and other facilities. However, many DNR-managed facilities are 60 to 90 years old. These facilities are showing their age, and in some cases are not designed for today’s outdoor users.

The \$149.9 million Get Out MORE investment centers on five key areas:

Enhancing Access and Welcoming New Users to Public Lands and Outdoor Recreation Facilities

Improving accessibility at DNR-managed facilities and public lands for people with disabilities also enhances the experience of other users. Improved road access and signage and rehabilitated state trails further improve Minnesotans’ recreational experiences. A General Fund investment of \$25 million, in addition to \$10.4 million from the capital budget, will support wide-ranging accessibility enhancements at state parks, recreation



areas and wildlife management areas; provide accessible outdoor recreation equipment for use on state lands; improve parking lots, road access, and signage; and rehabilitate segments of the most used state trails.



Revitalizing Camping and Related Infrastructure

Much of Minnesota's camping and related outdoor recreation infrastructure was developed in the 1930s and 1960s and is not designed to meet the needs of today's visitors.



Further, many of the wastewater and drinking water systems that support state campgrounds have reached the end of their useful life and need renewal and replacement. A General Fund investment of \$5 million, in addition to \$4.5 million from the capital budget, will fund the highest priority wastewater system replacement, as well as a campground modernization pilot project.

Modernizing Boating Access

DNR-operated public water accesses need significant investment to make them accessible to all users, meet the needs of modern watercraft, improve protection of public waters from stormwater runoff and invasive species, and enhance climate resilience. A General Fund investment of \$35 million will allow DNR to renew and rehabilitate more than 90 public water accesses to serve anglers, boaters and paddlers across Minnesota.



Enhancing Fisheries and Fishing Infrastructure

Minnesota's renowned fishing opportunities are supported by fish hatcheries that are in critical need of renewal and modernization. A number of these hatcheries were constructed in the 1950s and are still operating with original equipment. The DNR also manages 360 shore fishing sites and fishing piers across the state. Many new anglers, families and children, and people with more limited economic resources rely on shore fishing facilities to access Minnesota's public waters. A total of \$35 million from the General Fund, including \$25 million from the capital budget, will be used to modernize fish hatcheries, revitalize fishing piers, and add shore fishing opportunities where communities are currently underserved.



Restoring Streams and Modernizing Water-related Infrastructure to Support Outdoor Recreation

More intense rains are combining with changes in land use to cause more flooding and road washouts, degrade streambanks, and overwhelm water control structures. This impacts our fish, waterfowl and recreation opportunities. A \$10 million General Fund investment will be used to replace culverts and bridges to improve stream ecology, remove or modify dams and restore habitat to enhance fish passage, and renovate other water control structures to address the impacts of climate change and support waterfowl production.



Minnesota is known for its unique outdoor recreation opportunities, but not all Minnesotans can experience those opportunities today. By building a more modern and inclusive outdoor recreation system, Minnesota can better serve current outdoor enthusiasts, connect even more people to the outdoors, and help ensure future generations will also benefit from time spent in our unparalleled natural places.



Category	General Fund	Capital Budget	Total Amount (\$ in 000s)
Enhancing Access and Welcoming New Users to Public Lands and Outdoor Recreation Facilities	\$25,000	\$10,400	\$35,400
Modernizing Camping and Related Infrastructure	\$5,000	\$4,500	\$9,500
Modernizing Boating Access	\$35,000		\$35,000
Enhancing Fisheries and Fishing Infrastructure	\$35,000	\$25,000	\$60,000
Restoring Streams and Modernize Water-related Infrastructure	\$10,000		\$10,000
Total	\$110,000	\$39,900	\$149,900

Go to dnr.state.mn.us/aboutdnr/legislativeinfo for updates on these once-in-a-generation investments to Minnesota’s outdoor recreation system as well as DNR’s work on the FY 2024/25 biennial budget.



Briley, Randolph (DNR) <Randolph.Briley@state.mn.us>

Timt@mississippiheadwaters.org

Mon 7/31

Outdoor Recreation Industry Partnership

 You replied to this message on 7/31/2023 3:53 PM.



Dear Tim,

I hope your summer is going well and you've had ample opportunity to enjoy the outdoors!

I wanted to take a moment and share with you a recent press release, from the Governor's Office, announcing the creation of the new Outdoor Recreation Industry Partnership.

The goal of the partnership is to support and grow Minnesota's outdoor recreation economy. You can find a copy of the press release [here](#). Additionally, if you're interested in learning more, we've set up a new, though admittedly still "under construction", webpage [here](#).

Finally, I'm currently in the midst of a "state tour" meeting stakeholders and participants in our outdoor recreation sector. The purpose of this tour is to further introduce the partnership, share our goals and gather feedback on ways in which we can collectively improve our outdoor recreation economy.

If you have the time and interest I would love to schedule a meeting. I'm available in person, over the phone or via Teams/Zoom. Just let me know if you'd like to chat and I'll make it happen.

Thanks for your time and consideration!



On August 9th the Morrison Soil and Water Conservation District hosted their second annual Cultivating Soil Health Field Day at the Sobieski Community Center. It was a great turnout with over 120 farmers and consumers in attendance. Speakers came from across MN to promote the benefits of soil health practices.

The event started with some time to network with speakers and vendors. We had a full house of vendors including Arnold's Equipment, Centra Sota Cooperative, Environmental Tillage Systems- Soil Warriow, Farm Service Agency, LaCrosse Seed, Natural Resources Conservation Service, Minnesota Department of Agriculture's MN Ag Water Quality Certification Program, Morrison Soil and Water Conservation District, Saddle Butte Ag, and Udermann's Custom No-till Planting and Drilling. This was a great time for farmers to talk one on one with the speakers about their personal experiences of the adoption of soil health practices and get advice tailored to their operation.

Once conversations inside wrapped up we headed outside to see a demonstration on the effects of rainfall on soils with different management practices. Terry Zapzalka with the NRCS explained the process along the way and attendees were able to get up close and see the amount of runoff and the amount of infiltration with each of the five samples. After the demonstration attendees moved across the road to a field with a plot planted by Dave Hubner. Out in the field there were four tents a person could choose to attend. Each tent had their own specialty topic. Tent one was a panel for equipment representatives that included Arnold's, Centra Sota Cooperative, and Environmental Tillage Systems. They showcased a wide-range of equipment with a few demos, including a vertical tillage unit, two strip tillage bars, an air seeder, and a no-till corn planter. Tent two included four different public and private representatives from the NRCS, MDA, SWCD, and Truterra to explain the process of getting cost-share to help offset the costs of adopting soil health practices on an operation. Tent three was hosted by the Minnesota Soil Health Coalition going over the process of conducting an in-field soil health assessment and what the principles of soil health include. The final tent was a fan favorite and included a panel of four area farmers that have been on the road of reducing tillage. Dave Hubner talked about his experience with vertical tillage, Darrel and Randy Saehr talked about strip tilling, and Alex Udermann talked about his road to going completely no-till.

After the in-field portion ended attendees headed back to the Sobieski Community Center for a lunch with an ice cream dessert which was provided by First District Association and served by Paige Gerads a Morrison County Dairy Princess. While enjoying their dairy treat producers could listen to a talk by T.J Kartes of Saddle Butte Ag on cover crops and the mistakes that happened this past year relating to the drought.

It was a great day that wouldn't have been possible without our sponsors and the dedication of the speakers and event staff. We would like to thank our sponsors, Mississippi Headwaters Board, the Minnesota Ag Water Quality Certification Program, Truterra, Centra Sota Cooperative, First District Association, Arnold's Equipment, Environmental Tillage Systems, Meadowbrook Dairy, the MN Soil Health Coalition, and the Natural Resources Conservation Service. A special thanks is extended to Dave Hubner who has been willing to donate his time and land to host this field day.





Planning and Zoning

GBA7a23- Wavra Variance

Murray Surveying - Variance Request

JPC Planning Report

THE GREATER BEMIDJI AREA JOINT PLANNING BOARD

PLANNING CASE: V-2023-0005	JPC MEETING DATE: July 27, 2023
APPLICANT: Matt Murray of Murray Surveying representing David Haberman & Cathy Williams 4031 Waville Rd NE	60-DAY RULE DATE: August 29, 2023
PROCEEDING: Variances from rear yard setback, impervious surface coverage, lot width, and lot size requirements	ZONING DISTRICT: (R-3) Suburban Residential Sewered Zoning District and Shoreland Overlay
PREPARED BY: Melissa Fahrenbruch Assistant Planner	EXHIBITS: Zoning Map, Aerial Map, Application, Site Plan, Supporting Documentation

PLANNING REPORT

I. SUMMARY OF REQUEST

Matt Murray of Murray Surveying representing David Haberman & Cathy Williams is requesting multiple variances in order to build a new detached garage on their substandard lot of record located at 4031 Waville Rd NE, parcel 31.01378.00, in Northern Township. This property is within the (R-3) Suburban Residential Sewered Zoning District and Shoreland Overlay. The requested variances are as follows:

1. A reduction of 22,365 square feet in lot size per the Section 901 requirement of 30,000 square feet;
2. An additional 15.3% or 1,166 square feet of impervious surface coverage throughout the property per Section 901;
3. A 50.04-foot reduction in lot width from the 100-foot-wide lot requirement per Section 901;
4. A rear yard setback reduction of 10 feet from the required 20-foot setback per Section 901

I. BACKGROUND

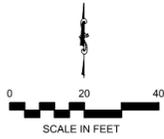
The owners are requesting to build a new detached garage at the back of the property to allow use of the property year-round. The owners also plan to remove the small shed on the property. The variances are needed for the proposed new garage size 650 square feet from the allowed maximum impervious of 1166 square feet, reduced lot size, reduced lot width, and rear yard setback.

CERTIFICATE OF SURVEY

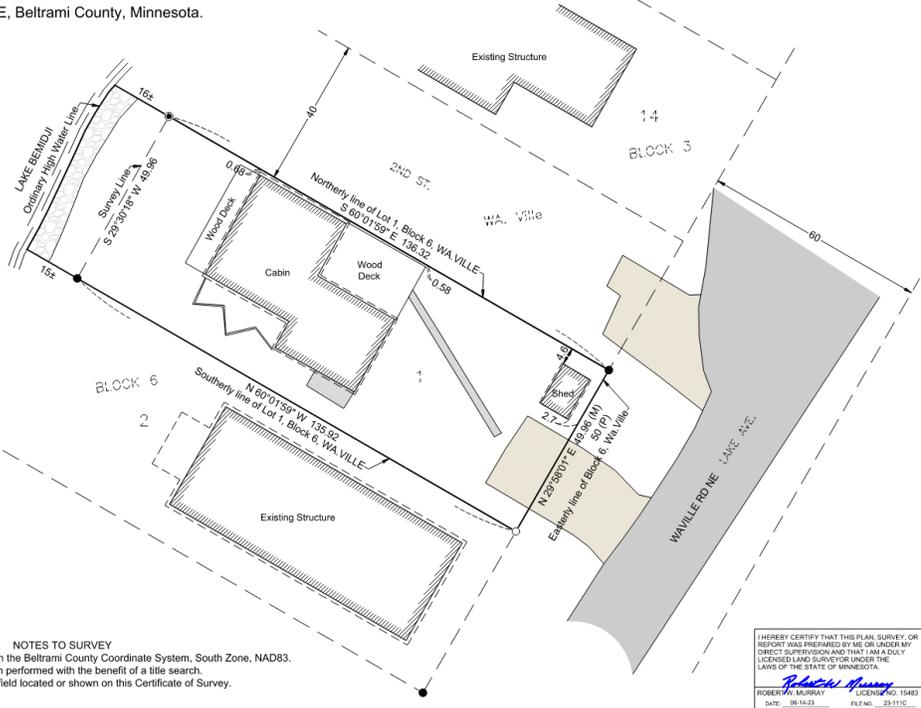
Lot 1, Block 6, WA.VILLE, Beltrami County, Minnesota.

DESCRIPTION OF PROPERTY

Lot 1, Block 6, WA.VILLE, according to the recorded plat thereof, Beltrami County, Minnesota.



- LEGEND**
- Denotes 1/2 inch iron pipe, LS 15483, found
 - Denotes 1/2 inch iron pipe, found
 - Denotes 1/2 inch iron pipe, LS 15483, set
 - (P) Denotes distance specified on plat
 - (M) Denotes measured distance



NOTES TO SURVEY

1. Bearing system based on the Beltrami County Coordinate System, South Zone, NAD83.
2. This survey has not been performed with the benefit of a title search.
3. No wetlands have been field located or shown on this Certificate of Survey.

MURRAY
SURVEYING, INC.
725 2ND ST. NE
ROBERT, MN 56471
218-751-5898

I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
Robert Murray
ROBERT W. MURRAY LICENSE NO. 15483
DATE: 08/26/22 FILE NO.: 23-1110

SITE PLAN

APPLICATION FOR VARIANCE

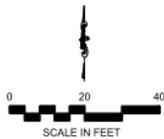
Parcel Tax ID No: 310137800

Address: 4031 Waville Rd NE

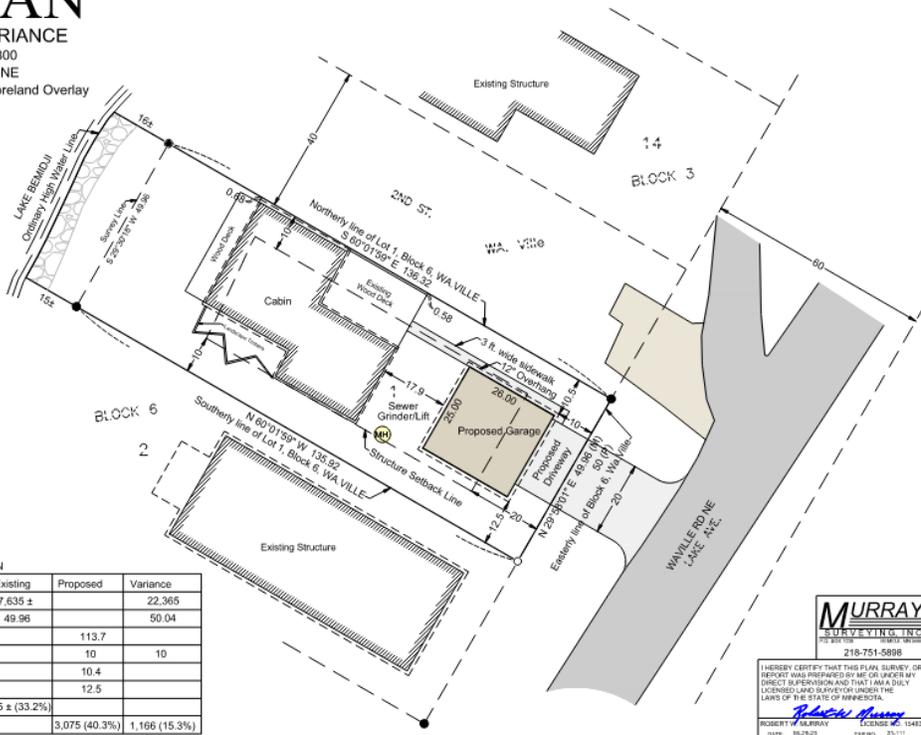
Current Zoning: R-3, Subject to Shoreland Overlay

DESCRIPTION OF PROPERTY

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SITE INFORMATION

	Required	Existing	Proposed	Variance
Lot Size (S.F.)	30,000	7,635 ±		22,365
Lot Width	100	49.96		50.04
Setback (OHW)	50		113.7	
Setback (Rear - Road)	20		10	10
Setback (Side - North)	10		10.4	
Setback (Side - South)	10		12.5	
Existing Impervious Surface		2,535 ± (33.2%)		
Proposed Impervious Surface	1,909 (25%)		3,075 (40.3%)	1,166 (15.3%)

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Robert Murray
ROBERT W. MURRAY LICENSE NO. 15483
DATE: 08/26/22 FILE NO.: 23-1110

II. DEVELOPMENT SUMMARY

SITE DEVELOPMENT	EXISTING/PROPOSED	REQUIRED/ALLOWED
Section 901 Lot Size	7,635 sq. ft.	30,000 sq. ft.
Section 901 Lot Width	49.96 feet	100 feet
Existing Impervious Surface	2,535 sq. ft.	1909 sq. ft. (25%)
Existing Impervious Surface %	33%	25.0%
Proposed Impervious Surface	3,075 sq. ft.	1909 sq. ft.
Proposed Impervious Surface %	40.3%	25.0%
Rear Yard Setback	2.7feet/10 feet	20 feet
Accessory Structure	120/sq. ft./650 sq. ft.	1909 sq. ft.

III. DISCUSSION/DEVELOPMENT ANALYSIS

Planning Considerations

Variations should only be granted when they are in harmony with the general purpose of zoning ordinances or consistent with the comprehensive plan. A practical difficulty is the legal standard for consideration of variations. An applicant can demonstrate a practical difficulty when their proposal is reasonable, will not alter the essential character of the neighborhood, and is caused by a unique circumstance related to the property not directly caused by the land owner. Economics and cost can be a factor of consideration, but alone does not constitute as a practical difficulty.

This lot does not meet any of the allowances for substandard lot construction in the Ordinance, per Sections 502 or 903, and nothing can be constructed or expanded without the approval of a variance.



Existing Conditions

This is an existing riparian, substandard lot of record within the shoreland overlay consisting of a house, small shed, deck, driveway, and walkways. The location of the existing residential structure and the existing grinder/pump tank limit where the garage can be placed. The existing site impervious surface area is approximately 2,535 sq. ft. or 33% of the property.

Proposed Improvements

The proposal would remove the small shed, the terrace of impervious tiles on the southeast corner of the cabin and resize walkway that would lead up to the proposed detached garage. The current accessory structure setback of 2.7 feet from Waville Rd NE would be increase to 10 feet with the proposed detached garage.

Stormwater Management

Per Section 914 of the JPB Ordinance, if a project cannot meet the shoreland limitation for impervious surface of 25% maximum, an engineering plan, provided by a licensed civil engineer, or registered land surveyor, indicating that there will be no additional post development runoff with the addition of alternative impervious surfaces (including rain gardens, pervious pavers or pavement systems, green roofs, underground treatment, etc.) may be submitted for review and approval by the Planning Administrator, subject to prior engineering review and a maintenance plan. Approved alternative pervious surfaces of up to an additional 25% over and above traditional impervious surface materials may be considered for approval.

The property is allowed to increase its impervious coverage by an additional 1847.17 square feet beyond the maximum 1909 square feet as long as the owners provide some alternative mitigation efforts before the Planning Director for approval. Staff would recommend that the applicant install a gutter system on the new detached garage to direct stormwater towards a mitigation system such as raingardens or even a pervious pavement system in lieu of concrete or bituminous surface.

Neighborhood Comment

No input was given to the JPB at the time of writing this report.

Comprehensive Plan References:

The Greater Bemidji Area Comprehensive Plan has identified a few objectives and strategies that supports the variance request and is in keeping with the spirit, purpose and intent of the Plan.

Land Use Objective 4.1: Preserve the Quality Residential Neighborhoods

Identify specific redevelopment opportunities and promote revitalization while maintaining character. Mapping of existing neighborhoods can provide a clearer boundary to ensure preservation. This can also aid in the development of form-based zoning to allow redevelopment of existing nonconforming structures.

Natural Resources Objective 11.2 Preserve and Enhance Water Quality

The protection of water quality is becoming increasingly important in all-natural resource environments. In an area that thrives on a strong connection to water and Mississippi River, water quality protection is key to preserving and improving a high quality of life standard that is so attractive to residents and visitors.

Zoning Ordinance References

Section 402: Lot Size and Bulk Regulations

Section 502: Substandard Lots of Record

Section 901: Bulk Density and Lot Sizes

Section 903: Nonconforming Structures Substandard in Shoreland Overlay

Section 914: Stormwater Management

IV. RECOMMENDATION & FINDINGS

Staff recommends **approval** of multiple variances in order to build a new detached garage on the substandard lot of record located at 4031 Waville Rd NE, parcel 31.01378.00, in Northern Township within the (R-3) Suburban Residential Sewered Zoning District and shoreland overlay.

The requested variances are as follows:

1. A reduction of 22,365 square feet in lot size per the Section 901 requirement of 30,000 square feet;
2. An additional 15.3% or 1,166 square feet of impervious surface coverage throughout the property per Section 901;
3. A 50.04-foot reduction in lot width from the 100-foot-wide lot requirement per Section 901;
4. A rear yard setback reduction of 10 feet from the required 20-foot setback per Section 901

Approval is recommended with the following findings of fact and conditions:

Conditions

1. An erosion control plan shall be submitted and be in place before any construction commences on the property.
2. A stormwater mitigation plan shall be provided by the landowner from a design professional to be reviewed and approved by the Planning Director before a land use permit can be issued.
3. JPB site verification form and fee shall be submitted prior to construction.
4. A land use permit shall be obtained prior to construction and removal.

Findings

1. Has the applicant demonstrated a practical difficulty?

Yes. This is an existing lot of record that is currently developed; the surrounding area is heavily developed on small substandard lots. Without a variance, the lot could not be improved or further developed.

2. Are there exceptional circumstances, unique to this property, which have not been created by the land owner?

Yes. This is a previously platted and developed lot of record. No addition to the residence can be permitted without approval of a variance.

3. Can the variance be granted and that such action will be in keeping with the spirit, purpose and intent of the Zoning Ordinance?

Yes. This request is proposing to make use of the property in a reasonable manner while making improvements on existing nonconformities and improving environmental quality. Having a detached accessory structure near the road is in keeping with the character of the neighborhood, and does not compromise the intent of the Zoning Ordinance.

4. Can the variance be granted without altering the essential character of the surrounding area?

Yes. This existing neighborhood has continued to see redevelopment on small lots through variances in recent years and a good majority of the properties in the area have detached accessory structures near the road.

Site Plan(s)

SITE PLAN

APPLICATION FOR VARIANCE

Parcel Tax ID No: 310137800

Address: 4031 Waville Rd NE

Current Zoning: R-3, Subject to Shoreland Overlay

DESCRIPTION OF PROPERTY

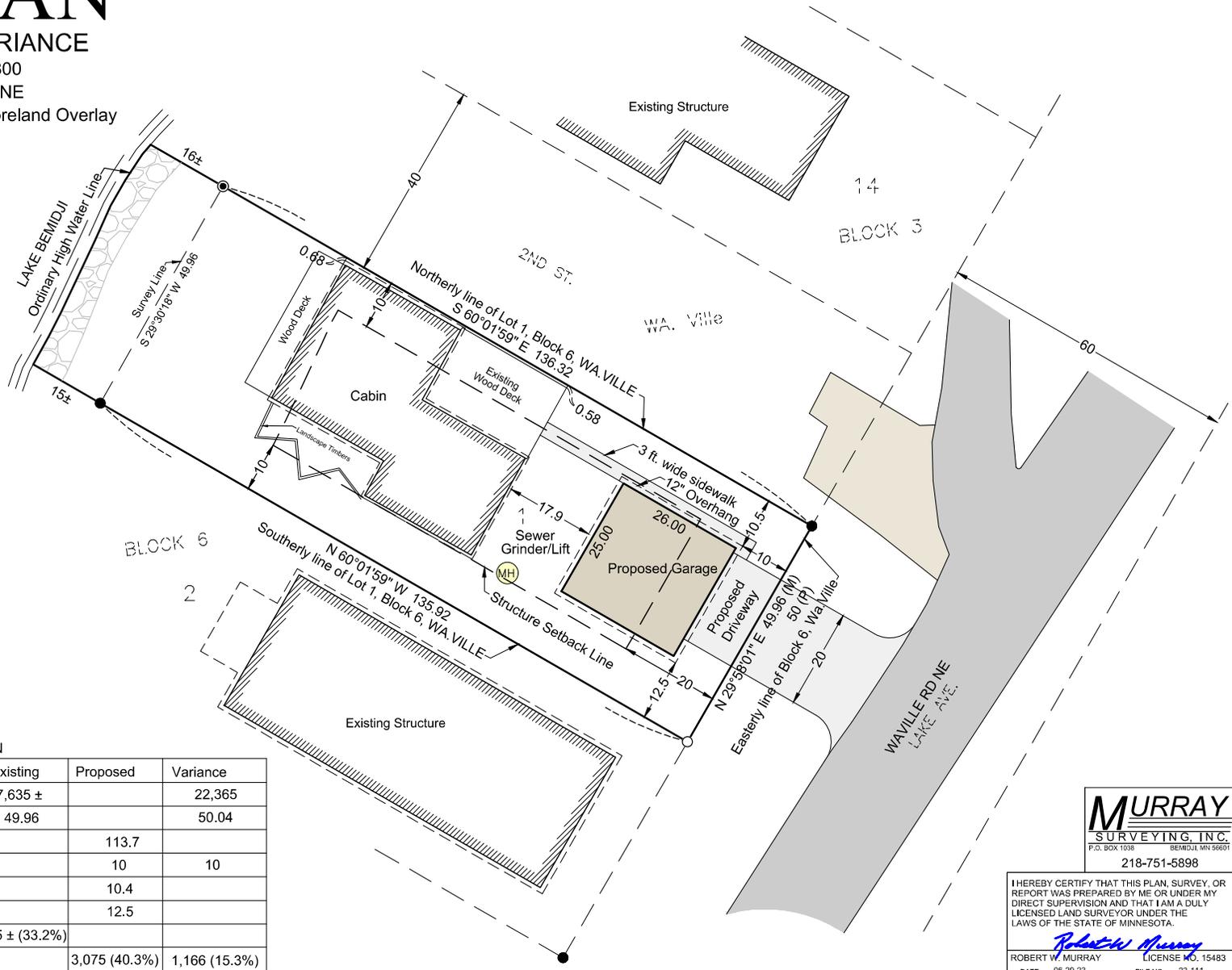
Lot 1, Block 6, WA.VILLE, according to the recorded plat thereof, Beltrami County, Minnesota.



SCALE IN FEET

LEGEND

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MURRAY
SURVEYING, INC.
P.O. BOX 1038 BEMIDJI, MN 56601
218-751-5898

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Robert W. Murray
ROBERT W. MURRAY LICENSE NO. 15483
DATE: 06-29-23 FILE NO. 23-111

Applications & Supporting Documents



City of Bemidji, MN

City of Bemidji

317 4th Street NW
Bemidji, MN 56601
218-759-3560

<https://www.ci.bemidji.mn.us/>

PERMIT APPLICATION

V-2023-0005

VARIANCE

SITE ADDRESS: 4031 WAVILLE RD NE BEMIDJI
PRIMARY PARCEL: 310137800
PROJECT NAME: WILLIAMS/HABERMAN VARIANCE APPLICATION

ISSUED:
EXPIRES:

APPLICANT: Matt Murray
304 Third Street NW
Bemidji, MN 56601
218-368-4647

OWNER: DAVID J HABERMAN
815 28TH AVE S
GRAND FORKS, ND 58201

PERMIT DETAILS

Detail Name	Detail Value
Escrow Deposit Variance	500.00
Escrow Deposit	500.00
Are multiple variances being requested?	Yes
What specific standard(s) are you requesting a variance from (lot size, setbacks, building height, etc.)? List the Ordinance Section, if known.	Section 901A, minimum lot size; Section 901B, lot width; Section 901D, Setbacks; Section 914, impervious surface coverage
What specific measurement(s) or standard(s) are you proposing?	The existing substandard parcel of record has an area of 7,635 SF and a lot width of 49.96 feet. Proposing a 10 foot setback from the right of way line of Waville Rd NE. Also proposing an impervious surface coverage of 3,075 (40.3%)
Describe the existing use of your property:	Single family residential
Describe the proposed use of your property:	Single family residential (no change in use proposed)
Will the proposal impact the character of the surrounding area?	No
Are there unavoidable physical or design limitations that severely limit your ability to meet the ordinance requirement(s)?	Yes
If yes, please explain the unavoidable physical or design limitations.	The location of the existing structure, the location of the existing grinder/pump tank, and the size and depth of the lot severely limit construction options.
Are there design or construction options or alternatives that may eliminate the need for a variance?	No



City of Bemidji, MN

City of Bemidji

317 4th Street NW
Bemidji, MN 56601
218-759-3560

<https://www.ci.bemidji.mn.us/>

Please describe the alternatives you considered that would eliminate a need for a variance.

Locating the proposed garage at the minimum setback from Waville Rd NE does not maintain 10 or more feet from the existing structure and further increases the site impervious surface coverage. Since the 10 feet separation cannot be met, attaching the garage to the existing structure would be another alternative; however, this would further increase impervious surface. Additionally, this has major construction constraints because the existing structure does not meet the requirement to be three feet above the ordinary high water level per Section 902 of the ordinance. It is expected that this requirement would apply to the garage making the garage floor substantially higher than the house.

Please explain the practical difficulty you have encountered that prevents you from meeting the ordinance standard

Having a garage is a reasonable use of the property and consistent many other lots/land uses in the neighborhood. The location of the existing house and the depth of the lot limit where the garage can be placed. The proposed garage would be in haramony with the character of the neighborhood, and the location of the garage would align (be at the same setback) as the adjoining garage to the south.

What measures have you considered and are willing to take to reduce the impact of this proposal on the standard you wish to vary from (remove other buildings, vegetative screens, etc.)?

To plant trees and prepare a storm water mitigation plan

Does your property contain low areas, wetlands, or areas with standing water?

No

Please explain if you intend to drain, fill or otherwise alter this area for any reason (If this does not apply, enter N/A)

The parcel is lower than the adjacent parcels which were elevated to be more than three feet above the ordinary high water elevation. Fill will be required to elevate the garage in a similar manner.

I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all uses will conform to the provisions of the Greater Bemidji Area Zoning and Subdivision Regulations. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid.

I Certify

I also authorize Greater Bemidji Area Joint Planning staff to inspect the property during review of this application and subsequent construction during reasonable times of the day.

I Authorize



City of Bemidji, MN

City of Bemidji

317 4th Street NW
Bemidji, MN 56601
218-759-3560

<https://www.ci.bemidji.mn.us/>

CONDITIONS

* An escrow account is established to cover technical and legal expenses incurred by the Joint Planning Board (JPB) as part of the plan review. The applicant is responsible for all costs incurred by the JPB during plan review. If the escrow amount drops below 10% of the original deposit amount the JPB may require submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon determination by the JPB that the project is complete or expired, the JPB will return the remaining escrow deposit to the applicant.

* A variance shall expire and become void if it is not acted upon within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the required work are mostly complete. The JPB may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

* A Conditional Use or Interim Use Permit shall expire and become void if it is not acted upon within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the required work are mostly complete. The JPB may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

FEES:	<u>Paid</u>	<u>Due</u>
Escrow Deposit JPB	\$500.00	\$0.00
Variance Commercial Application Fee (includes BC Recording fee)	\$500.00	\$0.00
Totals :	\$1,000.00	\$0.00

REQUIRED INSPECTIONS

JPB Initial Site Visit

CUP or IUP Inspection Follow Up (11 months from Approval)

Variance Inspection Follow Up (11 months from Approval)

Supporting Narrative for the variance being sought
David J. Haberman and Cathy J. Williams
Parcel No. 310137800
4031 Waville Rd NE

The applicants are proposing to construct a garage on their parcel located at 4031 Waville Rd NE. The applicants currently have a single-family home on the property, which is planned to remain unchanged. Garages (both attached and unattached) are common and consistent with the character and harmony throughout the neighborhood.

This variances on this substandard parcel seek relief from the structure setback requirement from Waville Rd NE (from 20 feet to 10 feet) as well as for impervious surface coverage (540 SF more than what exists today).

a. The property owner proposes to use the property in a reasonable manner not permitted by the Zoning and Subdivision Ordinance;

1. A single-family residential structure (no garage) currently exists on the property. The addition of the proposed garage to the property is a reasonable use; especially when it is consistent with numerous properties of the same size and similar circumstances throughout the neighborhood. The resultant impervious surface coverage would be similar to other properties in the area. The proposed setback would be an improvement over the current accessory structure setback of 2.7 feet from Waville Rd NE. The proposed 10 foot setback is also consistent with the current setback of the adjacent garage to the south of the property.

b. The plight of the landowner is due to circumstances unique to the property not created by the landowner;

1. The property is a legal non-conforming substandard parcel of record. The location of the existing residential structure and the existing grinder/pump tank limit where the garage can be placed. If the structure is placed at the 20 foot setback requirement from Waville Rd NE, then there is not the minimum of 10 feet separation required from the existing residential structure. If the garage were attached to the existing residential structure, the impervious surface coverage would be even greater; however, there are significant construction limitations because the garage floor would need to be nearly one foot higher than the residential structure in order to be three feet above the ordinary high water line of Lake Bemidji.

c. The variance, if granted, will not alter the essential character of the locality;

1. Garages, both attached and unattached, are common throughout the neighborhood, which is comprised of similarly sized properties abutting Waville Rd NE. The variance, if granted, would not alter the essential character of the locality.

d. Economic considerations alone do not constitute practical difficulties.

1. There are no economic considerations that are a part of this variance application.

Narrative

For our small lot on the east side of Lake Bemidji, we are requesting an increase on the impervious-surface percentage and a 10-foot setback from the road. We purchased the cabin in 2018, and since 2019, when Cathy started teaching at BSU and staying at the cabin during much of the school year, it has been more than a vacation home for us. We are hoping to build a detached garage to create more year-round livability.

We are not interested in tearing down the 60-year-old cabin and starting from scratch as others in the area have done. The cabin is a viable structure in its current state and only lacks storage and a garage. We considered attaching a garage but found it infeasible due to the location of the septic grinder and the need to remove a large evergreen. It would also leave all 3 bedrooms without egress.

In planning, we are doing our best to minimize impervious surfaces by limiting the size of the two-car garage and the width of the sidewalk. Our plan also includes a shorter driveway. We will remove a terrace of impervious tiles on the southeast corner of the cabin as well as a storage shed near the driveway.

To mitigate the effects of increased impermeability, our builder plans to incorporate means for storm water conveyance. It is also our intention to plant trees along the border with our southern neighbor, in order to absorb runoff.

We want to be responsible landowners in Northern Township and Beltrami County and are committed to sustainability. We hope you will honor our request.

OFFICE OF COUNTY RECORDER
COUNTY OF BELTRAMI, MINNESOTA
THIS IS TO CERTIFY
THAT THIS INSTRUMENT
WAS FILED IN THIS
OFFICE ON 07/13/2018 AT
01:12 PM BY DOCUMENT NUMBER
A000573523

By: PAULA R. COONS
CHARLENE D. STURK
COUNTY RECORDER
WELL CERT RECEIVED: N
WELL CERT NOT REQUIRED: Y
PAGES: 2

WARRANTY DEED

No delinquent taxes and transfer entered:
Certificate of Real Estate Value (X) filed
() not required Certificate of Real Estate
Value No. 27083
July 13, 2018

JODEE TREAT AUDITOR-TREASURER
County Auditor
By: SW
Deputy 31,01378.00

(Reserved for recording)

STATE TAX DUE HEREON: \$ 953.37

THIS INDENTURE, made this 10 day of July, 2018,
between **Michael J. Nicklay and Yvonne D. Nicklay, husband and wife, grantors, and**
David J. Haberman and Cathy J. Williams, grantees.

WITNESSETH, for and in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, grantors do hereby GRANT to the grantees, as joint tenants and not as tenants in common, all of the following real property in BELTRAMI COUNTY, Minnesota, described as follows:

Lot One (1), in Block Six (6), Wa. Ville, Beltrami County, Minnesota.

together with all hereditaments and appurtenances belonging thereto, subject to the easements, restrictions or reservations of record, if any.

Check box if applicable:

- The Sellers certify that the sellers do not know of any wells on the described real property.
- A well disclosure certificate accompanies this document.
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property has not changed since the last previously filed well disclosure certificate.

Beltrami County, MN

Deed Tax Paid

Deed Tax Receipt No.

\$953.37
234250

Please return Original Recorded Documents to:

6181452-0
Clerk of Court Abstract & Title

315 North 31st St., Ste. A

Grand Forks, ND 58201



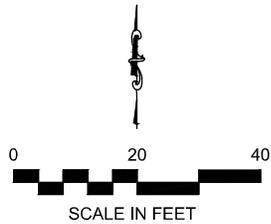
23-110

CERTIFICATE OF SURVEY

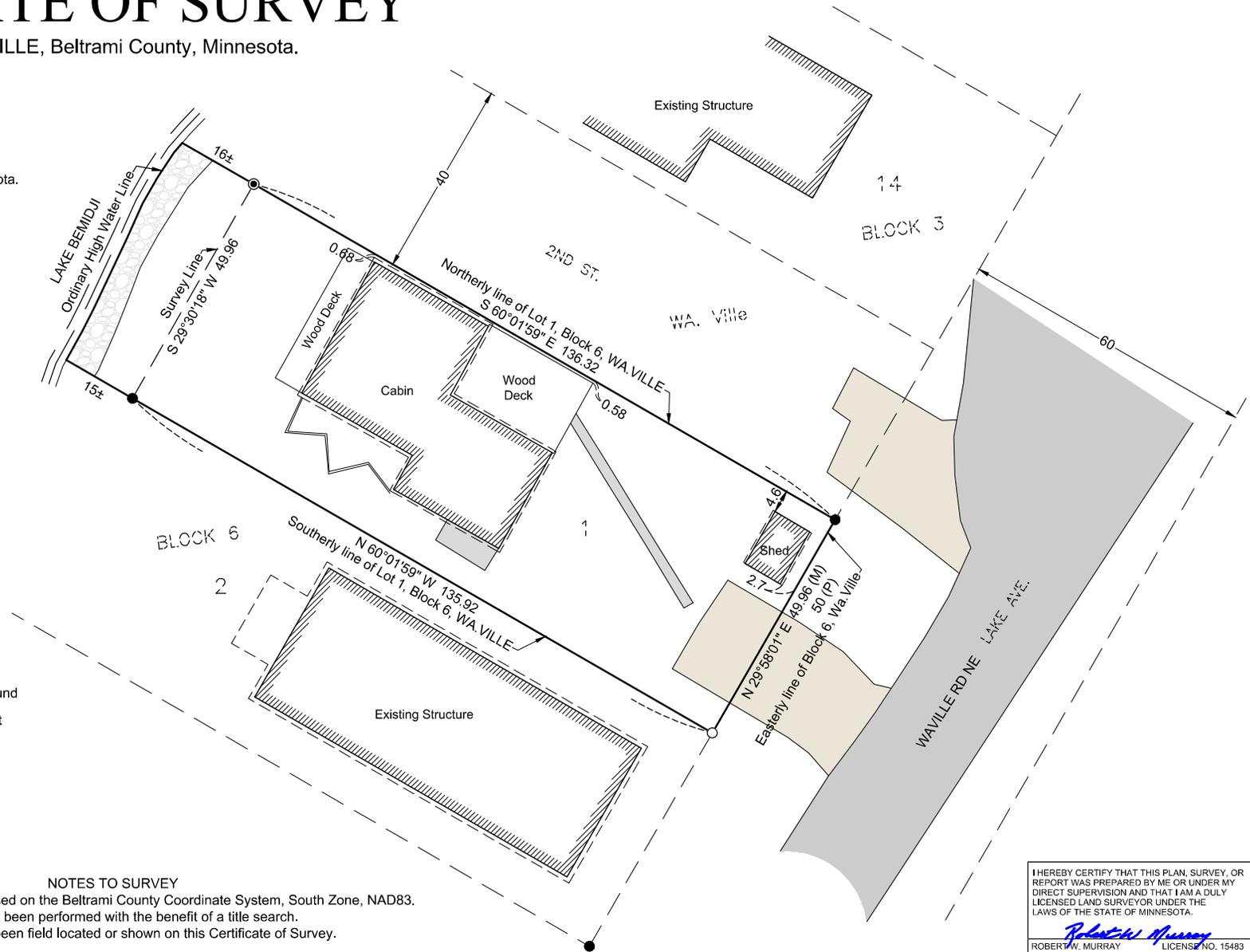
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NOTES TO SURVEY

1. Bearing system based on the Beltrami County Coordinate System, South Zone, NAD83.
2. This survey has not been performed with the benefit of a title search.
3. No wetlands have been field located or shown on this Certificate of Survey.

I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert W. Murray

ROBERT W. MURRAY LICENSE NO. 15483
DATE: 06-14-23 FILE NO. 23-111C

Agency & Neighborhood Packet Distribution Information

Packet Distribution List

Northern Township: V-2023-0005– David Haberman & Cathy Williams

	<u>Contact</u>	<u>E-MAILED</u>	<u>US Mailed</u>
<input checked="" type="checkbox"/>	Applicant / Representative	_____	_____
<input checked="" type="checkbox"/>	JPB Attorney	_____	_____
<input type="checkbox"/>	JPB Engineer: _____	_____	_____
<input type="checkbox"/>	City Building Department	_____	_____
<input type="checkbox"/>	City Attorney	_____	_____
<input type="checkbox"/>	City Engineer	_____	_____
<input type="checkbox"/>	City Manager	_____	_____
<input type="checkbox"/>	City Community Development Director	_____	_____
<input type="checkbox"/>	City GIS Department	_____	_____
<input type="checkbox"/>	City Police Department	_____	_____
<input checked="" type="checkbox"/>	City Fire Department	_____	_____
<input type="checkbox"/>	City Parks Department	_____	_____
<input checked="" type="checkbox"/>	Northern Township	_____	_____
<input type="checkbox"/>	Beltrami County ESD/SWCD	_____	_____
<input type="checkbox"/>	Beltrami County Recorder	_____	_____
<input type="checkbox"/>	Beltrami County GIS Department	_____	_____
<input type="checkbox"/>	Beltrami County Sheriff	_____	_____
<input type="checkbox"/>	Beltrami County Engineer / Highway	_____	_____
<input type="checkbox"/>	Beltrami County Natural Resources	_____	_____
<input type="checkbox"/>	MnDNR Trails	_____	_____
<input checked="" type="checkbox"/>	MnDNR Waters	_____	_____
<input type="checkbox"/>	MnDNR District	_____	_____
<input type="checkbox"/>	MnDOT	_____	_____
<input type="checkbox"/>	Airport	_____	_____
<input checked="" type="checkbox"/>	Mississippi Headwaters Board	_____	_____
<input type="checkbox"/>	Bemidji School District	_____	_____
<input type="checkbox"/>	MPCA Closed Landfill Program	_____	_____
<input type="checkbox"/>	U.S. Army Corps of Engineers	_____	_____
<input type="checkbox"/>	Other: _____.	_____	_____



Greater Bemidji Area Joint Planning Board
City of Bemidji Northern Township

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

July 6, 2023

Northern Township: V-2023-0005– Matt Murray of Murray Surveying representing David Haberman & Cathy Williams is requesting multiple variances in order to build a new detached garage on their substandard lot of record located at 4031 Waville Rd NE in Northern Township. This property is within the (R-3) Suburban Residential Sewered Zoning District and Shoreland Overlay. The requested variances are as follows:

1. A reduction of 22,365 square feet in lot size per the Section 901 requirement of 30,000 square feet;
2. An additional 15.3% or 1,166 square feet of impervious surface coverage throughout the property per Section 901;
3. A 50.04-foot reduction in lot width from the 100-foot-wide lot requirement per Section 901;
4. A rear yard setback reduction of 10 feet from the required 20-foot setback per Section 901

The parcel legal description is as follows: SECT-35 TWP-147 RANGE-033 WAVILLE LOT-001 BLOCK-006 .17 AC

The Greater Bemidji Area Joint Planning Commission will consider this proposal at its meeting on **Thursday, July 27th, 2023 at 5:00 p.m.** in the Council Chambers at Bemidji City Hall.

If you have any comments, you may present them to the Commission at that time. Alternatively, you may direct your comments in writing to my attention at the JPB office at 317 4th Street NW, or by email at jamin.carlson@ci.bemidji.mn.us. If possible, your comments should be submitted by **Wednesday, July 19th, 2023** so they may be incorporated into my report to the Joint Planning Commission. Attached is a copy of the application and other supporting documentation.

If you have any questions or need further information, please feel free to contact me at 218-759-3582.

Respectfully,

Jamin Carlson
Planning Director
Greater Bemidji Area Joint Planning Board



Greater Bemidji Area Joint Planning Board

City of Bemidji Northern Township

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

July 6, 2023

Dear Property Owner:

The Greater Bemidji Area Joint Planning Commission will conduct a public hearing to discuss the following application:

Northern Township: V-2023-0005– Matt Murray of Murray Surveying, representing David Haberman & Cathy Williams, is requesting multiple variances in order to build a new detached garage on their substandard lot of record located at 4031 Waville Rd NE in Northern Township. This property is within the (R-3) Suburban Residential Sewered Zoning District and Shoreland Overlay. The requested variances are as follows:

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4. A rear yard setback reduction of 10 feet from the required 20-foot setback per Section 901

The parcel legal description is as follows: SECT-35 TWP-147 RANGE-033 WAVILLE LOT-001 BLOCK-006 .17 AC

This public hearing will be held on **Thursday, July 27th, 2023** at **5:00 p.m.** The meeting will be held in the Council Chambers of the Bemidji City Hall located at 317 4th Street NW or the meeting may be attended through Cisco Webex Video Conferencing. You are invited to attend this hearing, or express your opinions on the proposal by letter (preferred method) to the Greater Bemidji Joint Planning Board. If possible, your written comments should be submitted by **Wednesday, July 19th, 2023**, so they may be incorporated into my report to the Joint Planning Commission.

If you have any questions, please feel free to contact me at (218) 759-3582, or email comments to jamin.carlson@ci.bemidji.mn.us.

Respectfully,

Jamin Carlson
Planning Director
Greater Bemidji Area Joint Planning Board

J & D OLDERMAN FAMILY LLC
205 MEADOWS OF WILDWOOD BLVD
WILDWOOD, MO 63040

JOSEPH MOOSBRUGGER
4015 WAVILLE RD NE
BEMIDJI, MN 56601

BRADLEY L FIELD
MARLA FIELD
902 8TH AVE SE
BARNESVILLE, MN 56514

TIMOTHY G HURTT
NAOMI R HURTT
7552 COUNTY RD 12
HOOPLE, ND 58243

TERRIL L BORGESON
ELSIE M BORGESON
6307 HWY 32
PARK RIVER, ND 58270

DAVID J HABERMAN
CATHY J WILLIAMS
815 28TH AVE S
GRAND FORKS, ND 58201

DIANE L JELINEK TRUSTEE
DIANE L JELINEK RVC LVG TRUS
3520 20TH ST S
FARGO, ND 58104

MICHAEL J ROYSLAND
KIMBERLY ROYSLAND
PO BOX 55
FOSSTON, MN 56542

GARY HILDAHL CARLIN TRUSTEE
FIRST RESTATED CARLIN FMLY T
PO BOX 2008
BEMIDJI, MN 56619

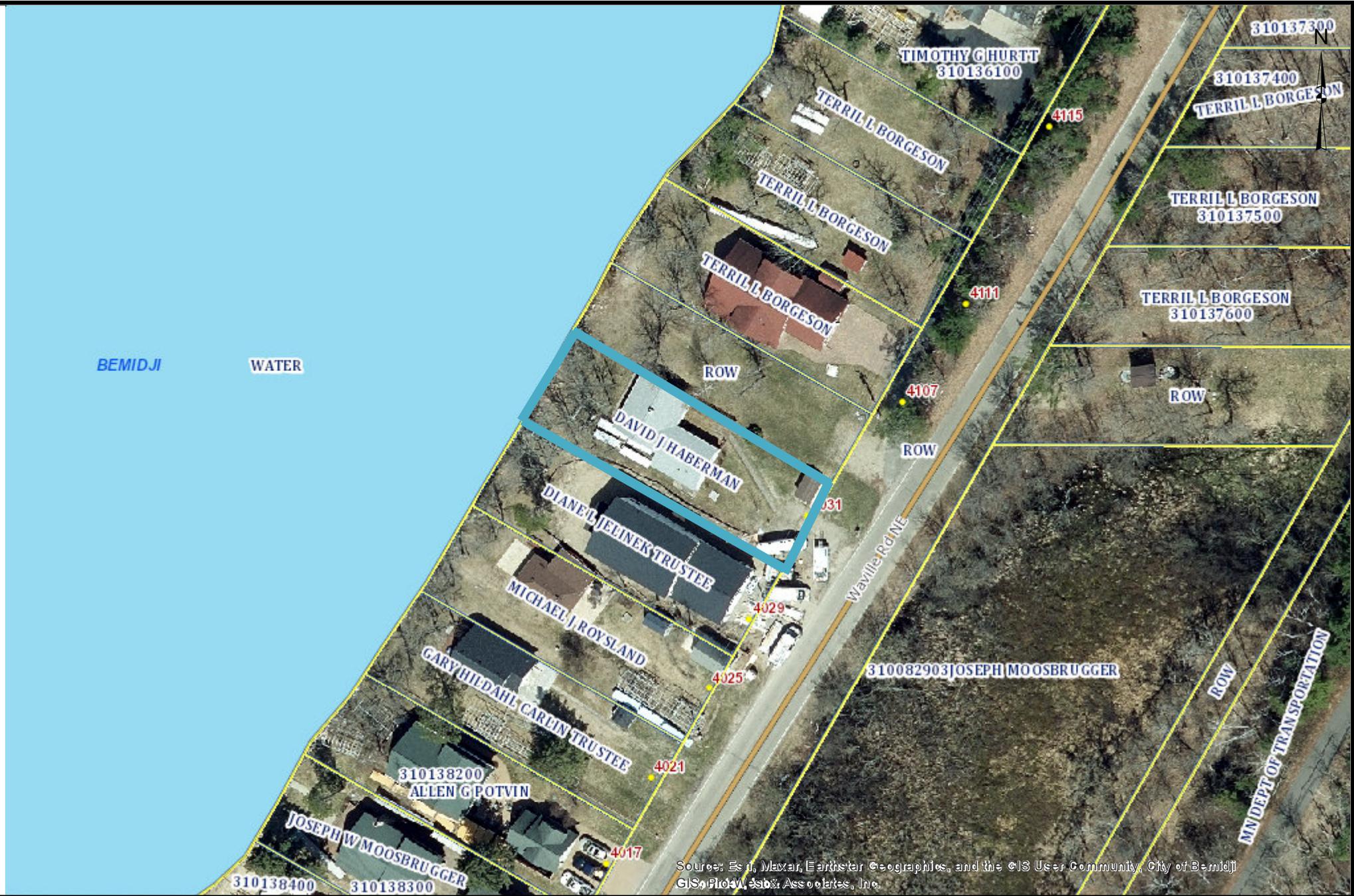
ALLEN G POTVIN
JUDITH M POTVIN
4017 WAVILLE RD NE
BEMIDJI, MN 56601

JOSEPH W MOOSBRUGGER
4015 WAVILLE RD NE
BEMIDJI, MN 56601

CRAIG A JOHNSON
SHARI L JOHNSON
615 20TH ST NW
EAST GRAND FORKS, MN 56721

TROY B HENDRICKS
4005 WAVILLE RD NE
BEMIDJI, MN 56601

MN DEPT OF TRANSPORTATION
395 JOHN IRELAND BLVD
ST PAUL, MN 55155

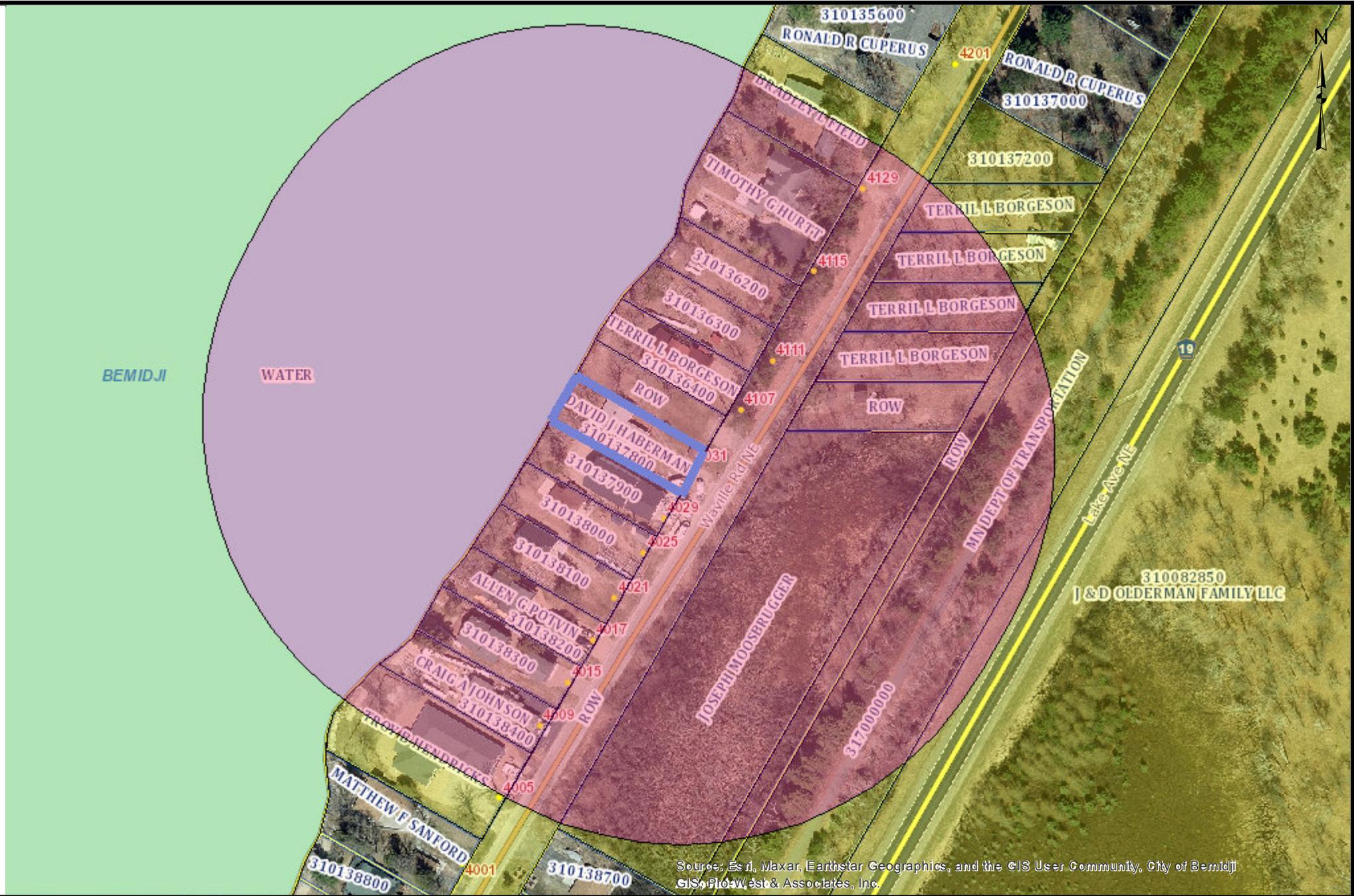


Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, City of Bemidji
 GIS Pro, LLC & Associates, Inc.

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.

<h2>Aerial Map</h2>	
1:1,128	Date: 7/6/2023
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.	





Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, City of Bemidji
 GIS: ProWest & Associates, Inc.

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.

Buffer Map

1:2,257

Date: 7/6/2023

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



AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA

ss.

COUNTY OF BELTRAMI

Taylor Herhold, being first duly sworn, on oath states as follows:

1. I am the publisher of the THE BEMIDJI PIONEER, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

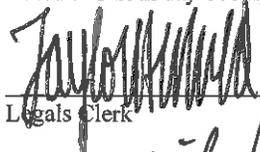
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows: Saturday, July 15, 2023.

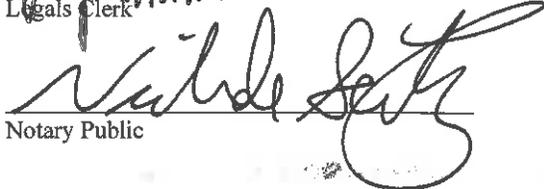
4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$13.00 per column inch.

5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in BELTRAMI County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

Dated this 15th day of July, 2023.



Legals Clerk



Notary Public

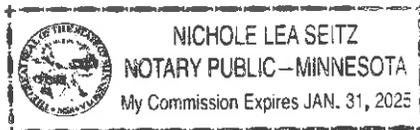
**GREATER BEMIDJI AREA
JOINT PLANNING COMMISSION
NOTICE OF**

PUBLIC HEARINGS & MEETINGS
NOTICE IS HEREBY GIVEN, that on Thursday, July 27, 2023, at ***6:00 PM*** (***PLEASE NOTE THE EARLIER MEETING TIME***) or as soon thereafter as possible, the Greater Bemidji Area Joint Planning Commission will conduct a Public Hearing in-person in the Council Chambers of Bemidji City Hall, located at 317 4 th St. NW, Bemidji MN, and via WebEx Video Conferencing (see log-in details on jpbgba.org), regarding the following requests:

Northern Township: V-2023-0005—Matt Murray of Murray Surveying representing David Haberman & Cathy Williams is requesting multiple variances in order to build a new detached garage on their substandard lot of record located at 4031 Waville Rd NE, parcel 31.01378.00, in Northern Township. This property is within the (R-3) Suburban Residential Sewered Zoning District and Shoreland Overlay. The requested variances are as follows:

1. A reduction of 22,365 square feet in lot size per the Section 901 requirement of 30,000 square feet;
2. An additional 15.3% or 1,166 square feet of impervious surface coverage throughout the property per Section 901;
3. A 50.04-foot reduction in lot width from the 100-foot-wide lot requirement per Section 901;
4. A rear yard setback reduction of 10 feet from the required 20-foot setback per Section 901

City of Bemidji: ZOA-2023-0005 — Julie Erickson is requesting to rezone her property from (R-4) Moderate Density Residential to (R-6) Multiple Family zoning district. The current use of the property is a single-family home. The property is located at 1907 Norton Ave NW, parcel 80.00130.00, in the City of Bemidji. All interested parties are encouraged to view or listen to the Hearing, or call the Greater Bemidji Area Joint Planning Board Office at (218) 759-3579, or visit our web site at: www.jpbgba.org for more information. Email comments must be received by Wednesday, July 19, 2023, for inclusion in staff reports. (July 15, 2023) 241030



Agency & Neighborhood Comments

GREATER BEMIDJI JOINT PLANNING BOARD

Resolution No. 2023-19

**RESOLUTION APPROVING VARIANCE FOR PARCEL
31.01378.00**

WHEREAS, an application was submitted on June 30, 2023 by Matt Murray of Murray Surveying representing David Haberman & Cathy Williams requesting multiple variances in order to build a new detached garage on their substandard lot of record located at 4031 Waville Rd NE, in Northern Township. This property is within the (R-3) Suburban Residential Sewered Zoning District and Shoreland Overlay. The requested variances are as follows:

1. 1) A reduction of 22,365 square feet in lot size per the Section 901 requirement of 30,000 square feet;
2. An additional 15.3% or 1,166 square feet of impervious surface coverage throughout the property per Section 901;
3. A 50.04-foot reduction in lot width from the 100-foot-wide lot requirement per Section 901;
4. A rear yard setback reduction of 10 feet from the required 20-foot setback per Section 901

WHEREAS, the requested variances will be for a structure located on parcel 31.01378.00 legally described as SECT-35 TWP-147 RANGE-033 WA.VILLE LOT-001 BLOCK-006 .17 AC; and

WHEREAS, the Property is zoned (R-3) Suburban Residential Sewered Zoning District within the Shoreland Overlay; and

WHEREAS, the requested variances meet all requirements, standards and specifications of the Greater Bemidji Area Zoning and Subdivision Ordinance; and

WHEREAS, the Joint Planning Commission held a public hearing on Thursday, July 27, 2023, to review the application for Variances following mailed and published notices as required by law; and

WHEREAS, the Greater Bemidji Area Joint Planning Board has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval; and

WHEREAS, the Planning Board has made the following findings regarding the Variance application request:

1. Has the applicant demonstrated a practical difficulty?

Yes. This is an existing lot of record that is currently developed; the surrounding area is heavily developed on small substandard lots. Without a variance, the lot could not be improved or further developed.

2. Are there exceptional circumstances, unique to this property, which have not been created by the landowner?

Yes. This is a previously platted and developed lot of record. No addition to the residence can be permitted without approval of a variance.

3. Can the variance be granted and that such action will be in keeping with the spirit, purpose and intent of the Zoning Ordinance?

Yes. This request is proposing to make use of the property in a reasonable manner while making improvements on existing nonconformities and improving environmental quality. Having a detached accessory structure near the road is in keeping with the character of the neighborhood and does not compromise the intent of the Zoning Ordinance.

4. Can the variance be granted without altering the essential character of the surrounding area?

Yes. This existing neighborhood has continued to see redevelopment on small lots through variances in recent years and a good majority of the properties in the area have detached accessory structures near the road.

NOW, THEREFORE BE IT RESOLVED that the Joint Planning Board hereby grants the approval of four variances in order to construct a new detached garage at 4031 Waville Rd. NE on parcel 31.01378.00, with the following conditions:

1. Buildings shall be staked by a professional surveyor to mitigate setback encroachment.
2. An erosion control plan shall be submitted and be in place before any construction commences on the property.

3. A stormwater mitigation plan shall be provided by the landowner from a design professional to be reviewed and approved by the Planning Director before a land use permit can be issued.
4. JPB site verification form and fee shall be submitted prior to construction.
5. A land use permit shall be obtained prior to construction and demolition, once certification approval received from Mississippi Headwaters Board (MHB).
6. The variances shall expire and become void if the project is not substantially started within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the use are mostly complete. The JPB may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

GREATER BEMIDJI AREA JOINT PLANNING BOARD

State of Minnesota

County of Beltrami

This instrument was acknowledged before me on this 9th day of August 2023 by Chris Lahn, Joint Planning Board Chair.

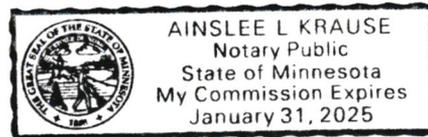


Chris Lahn, Joint Planning Board Chair

Subscribed and sworn to before me
this 9 th day of August, 2023.



Notary Public



Action/Discussion

MRCTI Conference in Bemidji- Discussion

Gantt Program Review- Discussion

MHB Recreational Website- Discussion

Executive Directors report- Discussion



MRCTI 2023 Annual Meeting



SEPT 12-14

Bemidji

MINNESOTA



SIMPLE GANTT CHART by Vertex42.com

<https://www.vertex42.com/ExcelTemplates/simple-gantt-chart.html>

About This Template

This template provides a simple way to create a Gantt chart to help visualize and track your project. Simply enter your tasks and start and end dates - no formulas required. The bars in the Gantt chart represent the duration of the task and are displayed using conditional formatting. Insert new tasks by inserting new rows.

Guide for Screen Readers

There are 2 worksheets in this workbook.

TimeSheet

About

The instructions for each worksheet are in the A column starting in cell A1 of each worksheet. They are written with hidden text. Each step guides you through the information in that row. Each subsequent step continues in cell A2, A3, and so on, unless otherwise explicitly directed. For example, instruction text might say "continue to cell A6" for the next step.

This hidden text will not print.

To remove these instructions from the worksheet, simply delete column A.

Additional Help

Click on the link below to visit vertex42.com and learn more about how to use this template, such as how to calculate days and work days, create task dependencies, change the colors of the bars, add a scroll bar to make it easier to change the display week, extend the date range displayed in the chart, etc.

[How to Use the Simple Gantt Chart](#)

More Project Management Templates

Visit Vertex42.com to download other project management templates, including different types of project schedules, Gantt charts, tasks lists, etc.

[Project Management Templates](#)

About Vertex42

Vertex42.com provides over 300 professionally designed spreadsheet templates for business, home, and education - most of which are free to download. Their collection includes a variety of calendars, planners, and schedules as well as personal finance spreadsheets for budgeting, debt reduction, and loan amortization.

Businesses will find invoices, time sheets, inventory trackers, financial statements, and project planning templates. Teachers and students will find resources such as class schedules, grade books, and attendance sheets. Organize your family life with meal planners, checklists, and exercise logs. Each template is thoroughly researched, refined, and improved over time through feedback from thousands of users.

Executive Director Report

July - August 2023

Personnel, Budget, Administration, Information & Education, Correspondence

1. Reviewed monthly budget.
2. Prepared monthly agenda packet.
3. Sent in monthly expense report.
4. Sent press release to newspapers.
5. Reviewed monthly variances as they are brought forward by counties.
6. Updated website to include pictures for excursion adventures and clickable links down the Miss. River.
7. Sent information regarding LSOHC presentation to Amanda.

Meetings & Networking

1. Called GBAJPB and discussed dissolution of the agency and how that affects the MHB. Received contact information on Northern TWP. and who to contact.
2. Held meeting with Talon metals to look at ways to promote recreation of the Miss. River in Aitkin county. While no outcome was determined, I invited them to the biennial conference.
3. Held meeting with MHHCP partners to discuss LSOHC hearing. Our appropriation request for next year is \$9.267M.
4. Attended the ACOE ribbon cutting at Big Sandy recreational area and gave talk about our partnership with the ACOE concerning signage.
5. Attended the Crow Wing County budget committee meeting regarding the 2024 MHB request of \$1500.
6. Attended the Upper Miss. Grand Rapids 1W1P advisory committee meeting.
7. The 2023 UpRiver race had 9 people attend, so I began holding meetings with Comm. Barrows and YMCA director Shane Riffle to plan next year's Paddling Day. We decided for now to call it Miss. River Jamboree, and each of us our reaching out to community organizations to make this more of a community event than just an MHB event.
8. Held discussion with Jess Frenzel who is the Chairman of Northern Township (NT). He explained to me that he is a current board member on the GBA and will help facilitate the transition to Northern Township as an independent planning and zoning authority. He told me that Mark Borseth will be the P&Z administrator for NT, so I contacted him by email and sent him the link to the MHB Comprehensive Plan and offered to meet with him if he had any questions.
9. Attended Northern Township board meeting to introduce myself and learn about a \$5 million grant they received to build a wastewater treatment plant.
10. Met with Brandt Thorington to discuss MHB's role in the Mississippi River Cities and Towns Initiative Conference that will be held in September 12-14th in Bemidji.

