



**Mississippi Headwaters Board
Meeting Agenda
Breezy Point Resort
9252 Breezy Point Dr.
Breezy Point, MN 56472
Lakeside Ballroom (Located above Marina II)**

**October 31, 2025
8:00 am**

8:00 AM

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

8:05 AM Approve/Amend

- **Agenda**
- **Consent Agenda – September 2025 Expenses & Minutes**

Correspondence

- **October Press Release**
- **Letter of Support to Klobuchar and Smith.**

Planning and Zoning (Actions)

- **Rowekamp**

Action / Discussion Items:

- **Executive Directors report-discussion**
- **Biennial Conference 9:00 am**

Misc: Legislature Update (if any), County Updates

Meeting Adjourned - Thank you

Mtgs: November 21, 2025 9:00 AM- MHB BOARD MEETING- Cass County MN.

Mississippi Headwaters Board
August 22, 2025
Cass County Courthouse, Walker, MN
Optional interactive technology: <https://us02web.zoom.us/j/89904238153>

MEETING
MINUTES

Members present: Ted Van Kempen (Hubbard), Scott Bruns (Cass), Craig Gaasvig (Beltrami), Bobby Kasper (Morrison), Steve Barrows (Crow Wing), Michael Kearney (Aitkin), and Tim Terrill (Executive Director).

Video Interactive Reasons: None

Others Present: Bob McGillivray (TPL Minnesota Land Protection Director), Sophie Harris Vorhoff (TPL Minnesota State Director, Will Abberger (interactive video)(TPL Director of Conservation Finance), Steve Keranen (Hubbard County Commissioner),

Pledge of Allegiance

Chair Ted VanKempen asked if there were any additions to the agenda. **M/S (Kearney/Bruns) to approve of the agenda. Motion carried unanimously.**

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

Correspondence/Outreach

1. Tim noted the Voyage Minnesota Article in which MHB was mentioned as helping an employee get a job at Wondertech museum.
2. Tim shared with the group some social media videos that were posted last month about paddling the Mississippi river and Jacobson campground.
3. Tim provided the board with a flyer of the Whiskey Creek Project that was presented to the LCCMR council on September 16, 2025. He provided pictures from the tour and said around 20 council members attended.

Planning and Zoning

1. **NT8a25- Hagge Lot Line Variance.** Comm. Gaasvig opened up discussion saying that this was discussed last month and that it is a pretty straight forward variance that provides the realignment of a lot line between two existing parcels located in the Shoreland Overlay of Lake Bemidji. The realignment was approved by the Northern Township to place an existing detached garage entirely on one parcel. **M/S (Gaasvig/Kasper) to approve of the Variance. Motion carried unanimously.**
2. **NT9a25- Evje Variance.** Wade and Nicole Evje requested a variance to allow construction of a second detached accessory structure on a property within the shoreland overlay district of Lake Bemidji. The

new structure exceeded the 1,200 square foot maximum permitted under the Northern Township ordinance for parcels under one acre in size. The Evje's are combining three lots (1, 2, and 6) and will build a 2,400 square foot detached accessory building and retaining the current detached garage on-site which requires a variance. The new lot will not exceed impervious surface coverage of 25 percent and there is existing adequate septic on-site. **M/S (Gaasvig/Kearney) to approve of the Variance. Motion carried unanimously.**

Action/Discussion:

1. **Bowen Lodge Funding Proposal-** Tim provided the board with context saying that the MHB, Itasca County, and Itasca SWCD all provided letters of support for this land exchange between Bowen Lodge and the Chippewa National Forest (CNF). While there is a federal House bill passed, with no companion bill in the Senate, the CNF is moving forward with the administrative process for the land exchange. With that, Bowen lodge has had to pay out-of-pocket expenses for work to be completed, and one expense is an archaeological phase one study. Jens Heig explained that Bowen lodge needs to pay for the survey, appraisal, and archaeological study and is only requesting MHB for support for the archaeological study. He presented the request explaining that they received three bids and selected Blondo Consulting to do the study as it was the lowest bid. Discussion ensued and Commissioner's Van Kempen and Gaasvig provided examples of how they have experience with archaeological studies on county projects. Comm. Gaasvig asked if there was another source of funding paying for the study and Jens said that there currently isn't outside sources sought after and Bowen Lodge would need to bear the expense. Comm. Kasper asked if there was precedence on this, and Comm. Van Kempen stated that the Jacobson Campground was one such example. Jens noted that the timing of this request is urgent because they want the study done before the ground freezes. **M/S (Kasper/Gaasvig) to approve of \$13,942 for the archaeological study. Motion carried unanimously.**
2. **Trust For Public Land Dedicated Funding Discussion-** Tim noted that this presentation from the Trust for Public Land (TPL) is informational and could be brought to the Commissioner's counties if so chosen too. Bob McGillivrey started the discussion with an introduction of the work that TPL does on a local, regional, and national level. Sophie Harris Vorhoff then presented where public funding for land conservation comes from and gave examples of ballot measures and constitutional amendment results in Minnesota that led to land conservation fund successes. Will Abberger concluded the presentation discussing the TPL Conservation Finance Program and their success record in Minnesota. They also provided the board with key steps they take to ensure successful ballot measures and that the funds created have potential uses for park and trail acquisition, land acquisition, operation and maintenance, recreational access improvements, and aquatic invasive species prevention. Discussion ensued and Comm. Gaasvig asked if this would be pursuing additional funding and Will replied in the affirmative. Gaasvig said that he likes the idea and appreciates conservation, but the timing is off with the budget constraints placed on counties by the state. Commissioner Barrows stated that he would like to talk with them after the meeting more in detail about this.
3. **Biennial Conference Commissioner talk-** Tim reviewed the biennial conference agenda and asked for the commissioners to volunteer to speak briefly on agenda items. Commissioners divided agenda items amongst themselves and volunteered to speak on their respective items.
4. **County Commissioner update-** Tim provided a spreadsheet on which county commissioners he has visited over the past few months.

Executive Directors Report

1. Tim reported that he updated the paddling excursions on the website, along with the signage installations.

2. Tim discussed that he is in conversation with NW DNR Regional Information Officer Kristi Coughlon and they are moving forward to get videos produced for the Litter on the Ice campaign.
3. Tim and partners attended the LSOHC council meeting where MHB was recommended for approximately \$2.4 million dollars for fee-title acquisition and easements.

County Updates

Comm. Kearney updated the board on the progress of the reclamation of the Jacobson Campground camping sites.

M/S (Barrows/Bruns) to adjourn. Motion carried unanimously.

Ted Van Kempen, Chair

Executive Director Tim Terrill

September SFY'26 Budget Summary		YTD spending/rei mbursement	Projected Budget	% of budget spent	
<u>Revenues:</u>	<u>Monthly Amount</u>				<u>Notes</u>
Governor's DNR grant (53290)		\$ 39,439.40	\$ 124,000.00	31.81%	non competitive quarterly reimbursement
LSOHC grant (53290)		\$ 1,827.84	\$ 7,800.00	23.43%	LSOHC reimbursement
Guidebook sales (58400)		\$ 242.84	\$ 100.00	242.84%	reimbursment for Guidebook sales
Enbridge program (58300)			\$ 8,000.00	0.00%	enbridge reimbursement
Miscell. Other revenue (58300)		\$ 1,000.00	\$ 6,000.00	16.67%	Visit Grand Rapids payment
MCIT Dividend (58300)			\$ 200.00	0.00%	MCIT refund
County Support (52990)			\$ 12,000.00	0.00%	8 county support
Total	\$ -	\$ 42,510.08	\$ 34,100.00		
<u>Expenses:</u>	<u>Monthly Amount</u>				<u>Notes</u>
Salaries/Benefits FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000)	\$ 9,408.31	\$ 28,224.94	\$ 123,307.00	22.89%	reimbursed by Gov. DNR grant
MCIT insurance/work comp/liability (61500)			\$ 3,000.00	0.00%	reimbursed by Gov. DNR grant
MHB board Per Diem (62680)	\$ 200.00	\$ 400.00	\$ 3,000.00	13.33%	reimbursed by Gov. DNR grant
Hotel/Meals/travel exp. (63340)	\$ 34.02	\$ 124.03	\$ 500.00	24.81%	reimbursed by Gov. DNR grant
Commissioner Mileage (62720)	\$ 348.60	\$ 402.60	\$ 3,500.00	11.50%	reimbursed by Gov. DNR grant
Employee Mileage (63320)	\$ 553.77	\$ 1,470.56	\$ 5,500.00	26.74%	reimbursed by Gov. DNR grant
Professional Services (62990)	\$ 525.00	\$ 1,575.00	\$ 35,000.00	4.50%	CW financial services
Office supplies/operations (64090)	\$ 137.56	\$ 943.71	\$ 3,000.00	31.46%	telephone, printer ink, ice for paddle
Training & Registration Fees (63380)			\$ 800.00	0.00%	
Total	\$ 11,207.26	\$ 33,140.84	\$ 177,607.00		

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 amounts are in the fiscal year.

ACCOUNT DETAIL HISTORY FOR 2025 09 TO 2025 09

ORG YR/PR	OBJECT JNL	PROJ 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		6,215.61	6,215.61	
							PER 02		6,625.85	12,841.46	
							PER 03		6,464.23	19,305.69	
							PER 04		6,464.23	25,769.92	
							PER 05		11,312.42	37,082.34	
							PER 06		6,464.24	43,546.58	
							PER 07		6,464.24	50,010.82	
							PER 08		6,464.24	56,475.06	
25/09	404	09/05/25	PRJ	PR0905	1250905	1250905	1250		3,232.12	59,707.18	
		PAY0905		WARRANT=250905	RUN=1	BI-WEEKL					
25/09	965	09/19/25	PRJ	PR0919	1250919	1250919	1250		3,232.12	62,939.30	
		PAY091925		WARRANT=250919	RUN=1	BI-WEEKL					
				LEDGER BALANCES --- DEBITS:	62,939.30			CREDITS:	.00	NET:	62,939.30
74830	61200			Active Insurance							
								REVISED BUDGET			.00
							PER 01		2,034.70	2,034.70	
							PER 02		2,034.70	4,069.40	
							PER 03		2,034.70	6,104.10	
							PER 04		2,037.30	8,141.40	
							PER 05		2,035.35	10,176.75	
							PER 06		2,035.35	12,212.10	
							PER 07		2,035.35	14,247.45	
							PER 08		2,035.35	16,282.80	
25/09	404	09/05/25	PRJ	PR0905	1250905	1250905	1250		1,006.02	17,288.82	
		PAY0905		WARRANT=250905	RUN=1	BI-WEEKL					
25/09	965	09/19/25	PRJ	PR0919	1250919	1250919	1250		1,029.33	18,318.15	
		PAY091925		WARRANT=250919	RUN=1	BI-WEEKL					
				LEDGER BALANCES --- DEBITS:	18,318.15			CREDITS:	.00	NET:	18,318.15
74830	61300			Employee Pension & FICA							
								REVISED BUDGET			.00
							PER 01		871.06	871.06	
							PER 02		933.21	1,804.27	
							PER 03		908.73	2,713.00	
							PER 04		908.73	3,621.73	
							PER 05		1,522.02	5,143.75	
							PER 06		908.73	6,052.48	
							PER 07		908.72	6,961.20	
							PER 08		908.73	7,869.93	
25/09	404	09/05/25	PRJ	PR0905	1250905	1250905	1250		454.36	8,324.29	

ACCOUNT DETAIL HISTORY FOR 2025 09 TO 2025 09

ORG YR/PR	OBJECT JNL EFF DATE	PROJ SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
	PAY0905	WARRANT=250905	RUN=1	BI-WEEKL					
25/09	965 09/19/25	PRJ PR0919	1250919	1250919	1250		454.36	8,778.65	
	PAY091925	WARRANT=250919	RUN=1	BI-WEEKL					
	LEDGER BALANCES	---	DEBITS:	8,778.65	CREDITS:	.00	NET:	8,778.65	
74830	62100	Telephone							
				REVISED BUDGET					.00
				PER 01			61.53	61.53	
				PER 02			61.80	123.33	
				PER 03			61.46	184.79	
				PER 04			61.66	246.45	
				PER 05			61.30	307.75	
				PER 06			61.23	368.98	
				PER 07			61.21	430.19	
				PER 08			60.85	491.04	
25/09	585 09/16/25	API 006205		244720	42328		5.87	496.91	
	W C091625	ACCT 00023555-8		CONSOLIDATED TELECOM					
25/09	965 09/19/25	PRJ PR0919	1250919	1250919	1250		55.00	551.91	
	PAY091925	WARRANT=250919	RUN=1	BI-WEEKL					
	LEDGER BALANCES	---	DEBITS:	551.91	CREDITS:	.00	NET:	551.91	
74830	62680	Non-Employee Per Diems							
				REVISED BUDGET					.00
				PER 01			200.00	200.00	
				PER 03			500.00	700.00	
				PER 04			150.00	850.00	
				PER 05			250.00	1,100.00	
				PER 06			200.00	1,300.00	
				PER 08			200.00	1,500.00	
25/09	1639 09/30/25	API 003257		245577	42485		50.00	1,550.00	
	W A093025	MHB MEETING & MILEAGE 9/26/202	GAASVIG, CRAIG						
25/09	1639 09/30/25	API 003356		245578	42486		50.00	1,600.00	
	W A093025	MHB MEETING & MILEAGE 9/26/202	HUBBARD COUNTY TREAS						
25/09	1639 09/30/25	API 006952		245579	42490		50.00	1,650.00	
	W A093025	MHB MEETING & MILEAGE 9/26/202	MICHAEL KEARNEY						
25/09	1639 09/30/25	API 100532		245581	1967059		50.00	1,700.00	
	W A093025	MHB MEETING & MILEAGE 9/26/202	MORRISON COUNTY AUDI						
	LEDGER BALANCES	---	DEBITS:	1,700.00	CREDITS:	.00	NET:	1,700.00	

ACCOUNT DETAIL HISTORY FOR 2025 09 TO 2025 09

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	62720	Non-Employee Mileage									
								REVISED BUDGET			.00
								PER 01	285.60	285.60	
								PER 03	555.80	841.40	
								PER 04	92.40	933.80	
								PER 05	488.60	1,422.40	
								PER 06	325.90	1,748.30	
								PER 08	285.60	2,033.90	
25/09	1639	09/30/25	API	003257		245577	42485		71.40	2,105.30	
W A093025 MHB MEETING & MILEAGE 9/26/202 GAASVIG, CRAIG											
25/09	1639	09/30/25	API	003356		245578	42486		39.20	2,144.50	
W A093025 MHB MEETING & MILEAGE 9/26/202 HUBBARD COUNTY TREAS											
25/09	1639	09/30/25	API	006952		245579	42490		107.80	2,252.30	
W A093025 MHB MEETING & MILEAGE 9/26/202 MICHAEL KEARNEY											
25/09	1639	09/30/25	API	006980		245580	42506		130.20	2,382.50	
W A093025 MHB MEETING & MILEAGE 9/26/202 ROBERT F. KASPER											
LEDGER BALANCES --- DEBITS:					2,382.50	CREDITS:		.00	NET:	2,382.50	
74830	62990	Prof. & Tech. Fee - Other									
								REVISED BUDGET			6,300.00
								PER 01	9,735.32	9,735.32	
								PER 02	525.00	10,260.32	
								PER 03	525.00	10,785.32	
								PER 04	66,827.50	77,612.82	
								PER 05	525.00	78,137.82	
								PER 06	17,825.00	95,962.82	
								PER 07	7,375.00	103,337.82	
								PER 08	525.00	103,862.82	
25/09	1863	09/30/25	GEN						525.00	104,387.82	
RECURRING FINANCIAL SERVICE											
LEDGER BALANCES --- DEBITS:					104,387.82	CREDITS:		.00	NET:	104,387.82	
74830	63320	Employee Mileage									
								REVISED BUDGET			.00
								PER 01	248.97	248.97	
								PER 02	408.10	657.07	
								PER 03	159.11	816.18	
								PER 04	246.82	1,063.00	
								PER 05	238.07	1,301.07	
								PER 06	264.46	1,565.53	
								PER 07	461.09	2,026.62	

ACCOUNT DETAIL HISTORY FOR 2025 09 TO 2025 09

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE	
25/09	1425	09/25/25	API	007742		245556	PER 08		455.70	2,482.32		
	W	OOP0825	August	Mileage		TERRILL,TIM	1967051		553.77	3,036.09		
LEDGER BALANCES --- DEBITS:					3,036.09	CREDITS:		.00	NET:	3,036.09		
74830	63340	Hotel & Meals Travel Expense										
							REVISED BUDGET				.00	
							PER 01		170.56	170.56		
							PER 02		20.45	191.01		
							PER 07		26.47	217.48		
							PER 08		27.10	244.58		
25/09	1570	09/26/25	GNI						13.48	258.06		
				BREM PCARD Visit Leech Lake meal								
				TIM TERRILL - SUBWAY 13720 - Visit Leech Lake meal								
25/09	1570	09/26/25	GNI						11.48	269.54		
				BREM PCARD meal								
				TIM TERRILL - CHICK-FIL-A #04807 - meal								
25/09	1570	09/26/25	GNI						9.06	278.60		
				BREM PCARD ACLARA meeting								
				TIM TERRILL - MCDONALD'S F28173 - ACLARA meeting								
LEDGER BALANCES --- DEBITS:					278.60	CREDITS:		.00	NET:	278.60		
74830	64090	Office Supplies										
							REVISED BUDGET				.00	
							PER 02		50.61	50.61		
							PER 04		15.10	65.71		
							PER 05		34.30	100.01		
							PER 06		16.37	116.38		
							PER 07		100.30	216.68		
							PER 08		583.79	800.47		
25/09	1570	09/26/25	GNI						42.98	843.45		
				BREM PCARD printer ink								
				TIM TERRILL - WAL-MART #1654 - printer ink								
25/09	1570	09/26/25	GNI						24.15	867.60		
				BREM PCARD equipment for influencing								
				TIM TERRILL - AMAZON MKTPL*XWLX431U3 - equipment for influencing								
25/09	1570	09/26/25	GNI						9.56	877.16		
				BREM PCARD ice for history paddle								
				TIM TERRILL - NORTHDALE BRAINERD - ice for history paddle								
LEDGER BALANCES --- DEBITS:					877.16	CREDITS:		.00	NET:	877.16		
GRAND TOTAL --- DEBITS:					203,250.18	CREDITS:		.00	NET:	203,250.18		

24 Records printed

** END OF REPORT - Generated by Matthew Donley **



IMMEDIATE PRESS RELEASE 10/1//25

Media Contact

Tim Terrill

218-824-1189

timt@mississippiheadwaters.org

www.mississippiheadwaters.org

322 Laurel St.

Brainerd, MN 56401

Important Issues Discussed at Aitkin Lake Association Summit meeting

The first of its kind Lake Association Summit meeting was held in Aitkin county where topics like Aquatic Invasive Species (Zebra Mussels), recreation, and economic development were presented to approximately 35 leader attendees from different lake associations in the county. The meeting began with Aitkin County Economic Development Director Mark Jeffers discussing the "NATURALLY BETTER" campaign that aims to promote recreation as an asset to living and working there. Next, Mississippi Headwaters Board (MHB) Executive Director Tim Terrill highlighted a recreational signage and paddling event campaign that the MHB is undertaking every year with the county and city to familiarize people with the Mississippi River and promote awareness and protection. Jeff Forester from the Minnesota Lakes and Rivers Association concluded the Summit and discussed how his organization is protecting the lakes and rivers in Minnesota by advocating protection to the legislative body. This event was hosted by the Aitkin Soil & Water Conservation District and funded by the MHB.



Mississippi Headwaters Board

Crow Wing County Historic Courthouse - 326 Laurel St. Brainerd, MN 56401

Web Site: www.mississippiheadwaters.org

10/20/2025

United States Senate Committee on Agriculture, Nutrition, and Forestry
Senator Amy Klobuchar
425 Dirksen Senate Office Building
Washington, D.C. 20510

RE: Letter of Support for Land Exchange between the United States Forest Service (USFS) and Bill and Gail Heig (Bowen's Lodge)

Dear Honorable Senator Amy Klobuchar,

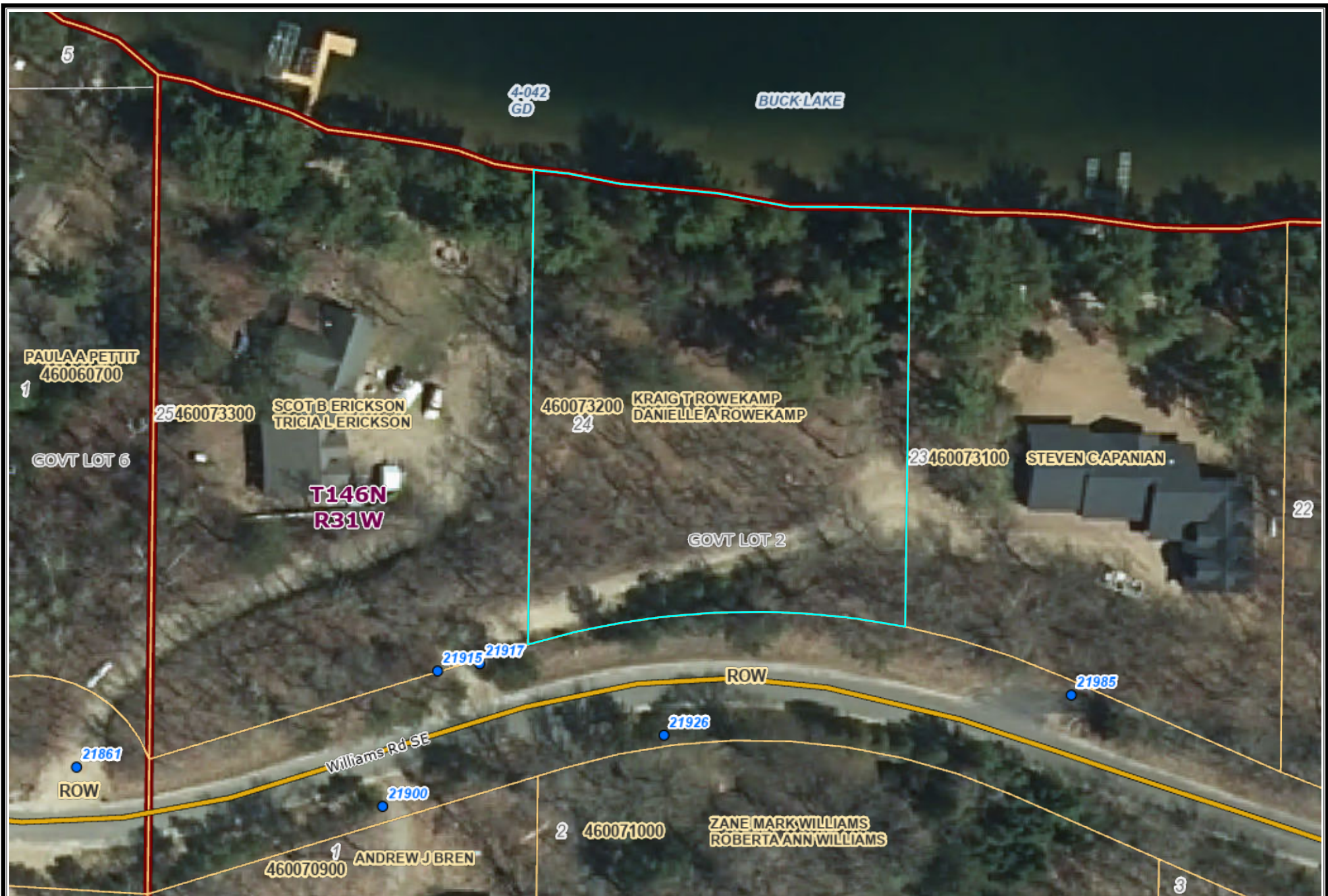
In June of 2021, Bill and Gail Heig acquired approximately thirty-four acres and 1,100 feet of shoreline on Lake Winnibigoshish adjacent to USFS lands. They are proposing a land exchange with the USFS to acquire their current leased marina located on Big Cutfoot Sioux. The current Mississippi Headwaters Board (MHB) Comprehensive Plan established on September 1, 2019 gives guidance to land exchanged within the Corridor stating, "to increase public land holdings along the Mississippi River and Headwaters Lakes, MHB member counties should initiate exchanges with private land owners who want to exchange their lands."

The MHB board approves of preserving this newly acquired shoreland property on Lake Winnibigoshish which is currently owned by the Heig Family to protect the natural and recreational values of the Mississippi River. It also will provide continuity to the existing USFS lands within the area while allowing the Bowen Lodge Resort Property to utilize an existing disturbed marina within the Corridor.

If you have any questions, please do not hesitate to call the Executive Director at (218) 824-1189 or email at timt@mississippiheadwaters.org.

Sincerely,

Tim Terrill
MHB Executive Director



The information on this map is provided on an "as-is" basis without warranty of any type, expressed or implied, including but not limited to any warranty as to its accuracy, currency, suitability, or reliability for any purpose.

Scale 1:1,152

Date: 10/15/2025

This map is not a substitute for a land survey and should not be used for locating property lines or other boundaries. Lines on this map are approximate.



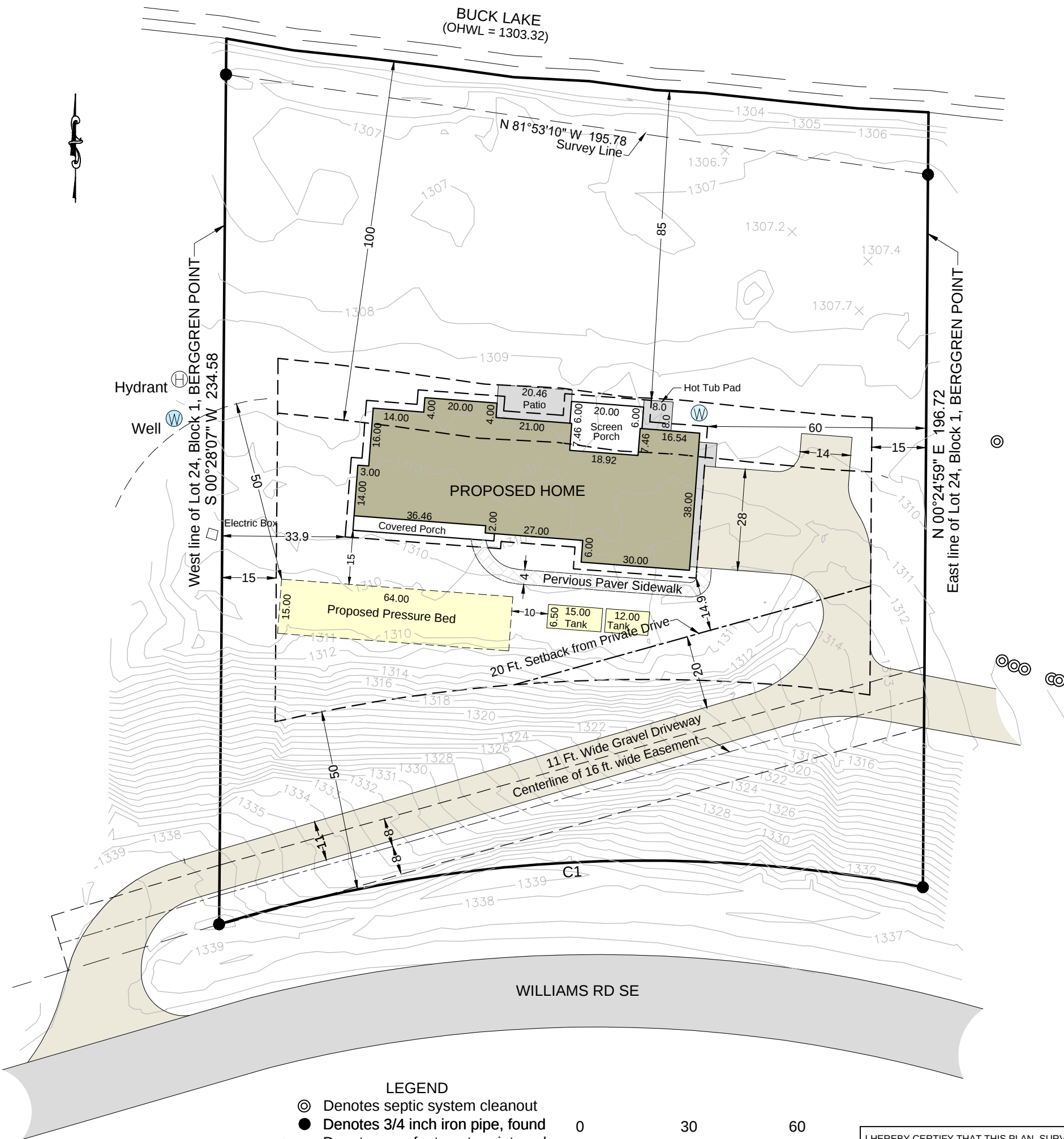
SITE PLAN

Part of
Lot 24, BERGGREN POINT, Beltrami County, Minnesota.
DESCRIPTION OF PROPERTY
Lot 24, Block 1, BERGGREN POINT

SITE INFORMATION

	Proposed	Variance
Total Parcel Area	42,680 SF	
House Structure Setback (OHW)	85.0	15
House Structure Setback (Private Road)	34.9	
House Structure Setback (Side - West)	33.9	
House Structure Setback (Side - East)	60	
Maximum Impervious Surface (15%)	6,402 SF	
Impervious Surface - Gravel Driveway Only**	6,243 SF	
Proposed pervious paver sidewalk ***	280 SF	

**Impervious Surface assumes gravel drive (50% Impervious)
***Pervious paver sidewalk is 0% impervious



LEGEND

- ⊙ Denotes septic system cleanout
- Denotes 3/4 inch iron pipe, found
- Denotes one foot contour interval
- 1307.7 X Denotes spot elevation



SCALE IN FEET

CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	403.00	196.52	194.58	N 86°59'03\"	27°56'23\"

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.

MATTHEW R. MURRAY LICENSE NO. 48168
DATE: 10/14/2025 FILE NO. 24-222



ROBERT W. MURRAY • MATTHEW R. MURRAY
LICENSED LAND SURVEYORS
P.O. Box 1038
304 THIRD STREET NW
BEMIDJI, MINNESOTA 56601
BUSINESS (218) 751-5898
mmurray@paulbunyan.net

September 15, 2025

Jim Baruth
Ten Lake Township Land Use Administrator
1757 Cadbury Ln SE
Cass Lake, MN 56633

Re: Kraig and Danielle Rowekamp Application for Variance and Land Use Permit

Dear Jim:

Enclosed please find updated drawings and application materials for the proposed Rowekamp variance. These updates reflect the items we discussed last Thursday.

My understanding is that Steve Apanian is working on letters from him and Larry Linneman to address the proposed method of stormwater runoff. I will get this information to you as soon as we can.

Thank you very much to you, James, and the Board of Adjustment for working out a hearing date. We sincerely appreciate it.

Thank you,

A handwritten signature in blue ink, appearing to read 'Matt Murray', is written over a light blue horizontal line.

Matt Murray



ROBERT W. MURRAY • MATTHEW R. MURRAY
LICENSED LAND SURVEYORS
P.O. Box 1038
304 THIRD STREET NW
BEMIDJI, MINNESOTA 56601
BUSINESS (218) 751-5898
mmurray@paulbunyan.net

September 14, 2025

Jim Baruth
Ten Lake Township Land Use Administrator
1757 Cadbury Ln SE
Cass Lake, MN 56633

Re: Kraig and Danielle Rowekamp Application for Variance and Land Use Permit

Dear Jim:

Enclosed please find a Variance and Land Use Application for Kraig and Danielle Rowekamp, along with supporting documentation and fees. The Rowekamp's own an undeveloped lot at 21915 Williams Rd SE and would like to construct a new home. They are seeking three variances as follows:

1. Variance Request 1: Structure Setback Variance to permit a new home to be constructed 80 feet from the ordinary high water line of Buck Lake.
2. Variance Request 2: A setback variance to construct a patio 72 feet from the ordinary high water line of Buck Lake. The proposed patio setback is consistent with Section 402 of the Ten Lake Township Ordinance, which permits a patio to be constructed within 15% of the setback of a nonconforming structure.
3. Variance Request 3: Impervious Surface Variance of 2,106 square feet (5%) to allow for a paved driveway in an overall effort to eliminate the erosion that exists because of the steep slope on the property. Please note, there is an Option 1 and Option 2 associated with this portion of the variance request. These options are set forth on separate drawings. Options 1 is the preferred method for stormwater mitigation on the site. This option is based on the preference of the neighbor (Steve Apanian) who shares the driveway with Rowekamp's. Option 2 sets forth an alternate option if it is deemed more desirable. There are numerous methods for preserving/improving water quality; however, no method can sustain perpetual sediment from erosion. Given the steepness of the existing slope, paving is required to eliminate sediment. Some information from MPCA regarding the effectiveness of infiltration is included for supporting documentation.

Please let me know if you have any questions or if there is any additional information that you need.

Thank you,


Matt Murray

TEN LAKE TOWNSHIP
14664 Old Lodge Dr. SE, Bemidji, MN 56601
(218)335-2794

OFFICE USE:
Permit # _____
Date issued _____

Application For Variance

PLEASE PRINT and complete this application carefully and completely according to the instructions. It is the responsibility of the applicant to provide accurate data and all required documentation with this form. Incomplete or inaccurate data and failure to fill in all of the required information may result in a delay or disapproval of your application.
A fee of \$ _____ made payable to Ten Lake Township must accompany this application. This nonrefundable fee does not guarantee approval. There is a penalty if excavation/work is started before approval of this application.

Name of Applicant: Kraig and Danielle RoweKamp
Mailing Address: Street: 597 Evergreen Dr City Grand Forks
State: ND Zip 58201
Phone Number: Work _____ Home _____
Contractor's Name: Mike Weiber B.O.B. Construction Address _____ Cell 218-779-8592
State _____ Zip _____ Phone # _____ City _____
Cell 218-760-7364

PROPERTY DATA

Site Address: 21915 Williams Rd SE City Cass Lake State MN Zip 56633
Primary Access Road: Williams Rd SE
Parcel ID Number: 466673200 Fire #: _____
Legal Description (from deed, abstract, or tax statement): Section: 24
Lot 24, Block 1, Berggren Point

Property Dimensions: Width 193+/- ft Depth 214+/- ft Total area 42.680 sq ft/acres
Is your property within 1000 ft. of lake shore or river? ☒ Yes ☐ No
Has there been any construction on your property since 1992? ☒ Yes ☐ No If yes, list all below Back Name of lake or river _____

Is there one acre of contiguous land on your property? ☐ Yes ☒ No (Attach documentation)
Have there been any variances granted on this property? ☐ Yes ☒ No ☐ Don't Know
List ALL existing structures and their dimensions (an accurate to scale diagram is required): None

Total sq. footage of all existing buildings present of this property: _____

ENVIRONMENTAL DATA

Does your property contain low areas, wetlands, or areas with standing water for more than two weeks between May 1 and September 15?
☐ Yes ☒ No
If yes, do you intend to drain, fill or otherwise alter this area for any reason? ☐ No ☐ Yes(explain) N/A

Well data: Depth _____ ft Depth of casing _____ ft Size of casing _____ in
Septic Data: Type _____ Year installed _____ Permit #(if available) _____

New well and septic proposed.

NOTE: A certificate of septic compliance MUST accompany this Land Use Permit Application. It may be necessary to upgrade or even replace the entire septic system based on the findings of the septic compliance inspection.

EXPLANATION OF REQUEST/REASON FOR VARIANCE

A variance may be granted only where the strict application of the Ten Lake Township Land Use Ordinance results in undue hardship. As defined in Minnesota Statutes Chapter 462, and any amendments to said Chapter subsequently adopted, a hardship exists when the property in question cannot be put to reasonable use under the strict interpretation of the official controls; the plight of the landowner is due to circumstances unique to his/her property and was not created by the landowner; and the variance, if granted, would not alter the essential character of the locality. Economic consideration shall not constitute a hardship if a reasonable use of the property exists under the terms of the official controls.

What specific standard(s) are you requesting variance from (lot size, setbacks, etc.)? (1) Setback from ordinary high water line (2) Impervious Surface coverage for Paved driveway.

What standard(s) or measurement(s) are you requesting (be specific)? (1) 20 foot Variance from 100 foot Setback from OHW. (2) 5% Variance (3,106 SF) Variance from 15% Impervious Surface Coverage.

Describe the existing use of your property. Vacant land.

Will the use of your property change with the variance? X Yes No Development of single family home.

Will the granting of a variance change the character of the surrounding properties? Yes No X Don't Know

Are there any other Conditional Use Permits or Variances on this property? (explain /dates) None Known.

Are there unavoidable physical or topographical features (wetlands, buildings, roads, etc.) on your property that severely limit your construction site options? X Yes No Explain An existing steep slope

Does the design or floor plan of your building severely limit your construction options? Yes X No Explain Similar to a bluff

Are there construction options or alternatives that may eliminate the need for a variance? Yes X No Explain Need to accommodate septic system.

FINDING OF FACTS SUPPORTING OR DENYING A VARIANCE

1. Is the requested variance in harmony with the intent and purpose of the State, Beltrami Co., Ten Lake Township, and Mississippi Headwaters (if applicable) Ordinances? X Yes No Explain Proposal meets the requirements of a practical difficulty and is aimed at protecting water resources.
2. Without the variance, is the owner deprived of reasonable use of the property? X Yes No Explain Slope limits buildable area. Reasonable to construct a home in harmony with neighborhood.
3. Is the alleged hardship due to circumstances unique to this property? X Yes No Explain Topography, existing driveway, and development on adjoining parcels limit buildable area and placement of septic system.
4. Were the circumstances causing the hardship created by someone or something other than the landowner or the previous landowner? X Yes No Explain Landowner did not create any circumstances contributing to practical difficulties.
5. Will issuance of the variance maintain the essential character of this locality? X Yes No Explain Variance will permit property to be developed in harmony with neighborhood.
6. Does the alleged hardship involve more than economic consideration? X Yes No Explain Economic consideration are not a factor.

Explain the hardship that exists with your request. The standard for a variance is a practical difficulty. Please see attached analysis labeled "Rowekamp Variance Application"

Assuming that a hardship is demonstrated, and a variance justified, what measures are you willing to take to mitigate the impact of development on your property (remove other buildings, vegetative screens, etc.)

Installation of Stormwater Treatment System designed to promote infiltration.

STRUCTURAL/CONSTRUCTION DATA (if applicable)

Proposed structure/use: New single family residence ☒ Building alteration _____
Garage _____ Accessory building _____
Multi family dwelling _____ Commercial building _____
Home Occupation _____ Other (explain) ☒ Paved Driveway
Structure Dimensions (including eaves): Width 36 ft Length 93 ft Height 29 ft (to roof peak)
Structural Setbacks: Road Right of Way 83 ft Rear yard 80 ft (Buck Lake)
Side yard near 34 ft Side yard far 60 ft
Distance to other buildings 120 ft
Total number of bedrooms after construction: 4
Will there be any commercial use of this property after construction? Yes ☒ No
Estimated Cost of construction: \$1600
Submit a complete sketch of your property with this application showing all buildings, proposed and existing, setbacks, wells, septic and accesses.

APPLICANTS MUST SIGN BELOW

I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all use will conform to the provisions of the Ten Lake Township and Beltrami Co. Ordinances. 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 also authorize Ten Lake Township staff to inspect the property during review of this application and subsequent construction during reasonable times of the day for the purpose of administration and enforcement.

APPLICANT [Signature] DATE 9-5-2025 9/5/25

RETURN THIS APPLICATION TO:

Jim Baruth
Ten Lake Township Planning & Zoning Administrator
757 Cadbury Ln SE
Mass Lake, MN 56633

Phone: (218) 335-0172

TEN LAKE TOWNSHIP

Office Use:

Permit # _____

Date Issued _____

Application for Land Use Permit

PLEASE PRINT and complete this application carefully and completely according to the instructions. It is the responsibility of the applicant to provide accurate data and all required documentation with this form. Incomplete or inaccurate data and failure to fill in all of the required information may result in a delay or disapproval of your application.

A fee of \$_____ made payable to Ten Lake Township must accompany this application. This nonrefundable fee does not guarantee approval. There is a penalty if excavation/work is started before approval of this application.

Name of Applicant:	<u>Kraig and Danielle Rowe Kamp</u>		
Mailing Address:	Street <u>597 Evergreen Dr</u>	City <u>Grand Forks</u>	
	State <u>ND</u>	Zip <u>58201</u>	
Phone Number:	Work _____	Home _____	Cell <u>218-779-8592</u>
Contractor Number:	<u>Mike Wehner, BoD Construction</u>	Address: _____	City <u>?</u>
	State _____	Zip _____	Phone# _____
			Cell <u>218-760-7364</u>

PROPERTY DATA

Site Address:	<u>2195 Williams Rd SE</u>	City <u>Cass Lake</u>	State <u>MN</u>	Zip <u>56633</u>
Primary Access Road:	<u>Williams Rd SE</u>	Fire# _____		
Parcel ID Number:	<u>460073200</u>	Section: <u>24</u>		
Legal Description:	<u>Lot 24, Block 1, Berggren Point</u>			
Dimensions:	Width <u>193ft</u>	Depth <u>214ft</u>	Total Area <u>42,660</u>	Sq ft/acres <u>0.96</u>
Is your property within 1000 feet of lake shore or river?	<u>X</u> Yes	No	<u>Buck</u>	Name of Lake or River
Have there been any variances granted on this property?	Yes	No	<u>X</u> Don't Know	
List ALL existing structures and their dimensions (a to scale diagram is required):	<u>None</u>			
Total sq. footage of all existing buildings present on this property:	<u>N/A</u>			

ENVIRONMENTAL DATA

Does your property contain low areas, wetlands, or areas with standing water for more than two weeks between May 1 and September 15?	Yes <u>X</u>	No
If yes, do you intend to drain, fill or otherwise alter this area for any reason?	No	Yes (explain): <u>N/A</u>
Well Data: Depth _____ ft	Depth of casing _____ ft	Side of casing _____ in
Septic Data: Type _____	Year Installed _____	Permit #(if available) _____
NOTE: A certificate of septic compliance MUST accompany this Land Use Permit Application. It may be necessary to upgrade or even replace the entire septic system based on the findings of the septic compliance inspection.		

New well and septic.

TEN LAKE TOWNSHIP APPLICATION FOR LAND USE PERMIT (cont'd).

Page 2

WETLAND CONSERVATION ACT COMPLIANCE

Please answer the following questions:

- 1.) Did you apply and receive a Wetland Permit? ☒ Yes ☐ No
- 2.) With your construction project are you bringing fill dirt in? ☒ Yes ☐ No
- 3.) Are you filling any area that has standing water, cattails, or tag alders? ☒ Yes ☐ No

It is your responsibility to be in full compliance with the Minnesota Conservation Act requirements. With your signature, you are attesting that you are fully informed abouts this requirement.

Permit Application's Signature _____

Date of Signature _____

STRUCTURAL CONSTRUCTION DATA

Proposed Structure: New single-family residence ☒ Building Alteration _____
 Garage _____ Accessory Building _____
 Multi Family Dwelling _____ Commercial Building _____
 Home Occupation (explain) _____ Other (explain) _____

Structure Dimensions: Width 38^{ft} ft Length 93^{ft} ft Height 29^{ft} ft (to roof peak) (including eaves)

Structural Setbacks: Road Right of Way 83 ft Rear yard 80 ft (Buck Lake)
 Side yard near 34.2 ft Side yard far 60 ft OHWL 80
 Distance to other buildings 120^{ft}

Proposed total new sq. footage 2989 sq. Ft

Estimated total cost of new construction \$ TBD

Will there be any commercial user of this property after construction: ☐ Yes ☒ No

*Submit a complete to scale diagram of your property with this application showing all buildings (proposed and existing), setbacks, wells, septic and accesses.

ALL APPLICANTS MUST SIGN BELOW

I, the undersigned, hereby make application for work described and located as shown herein. I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all users will conform to the provisions of the Ten Lake Township Ordinances. 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 herein will serve to make this application and any resultant permit invalid. I also authorize Ten Lake Township staff to inspect property during review of this application and subsequent constructions during reasonable times of the day.

APPLICANT [Signature]

DATE 9-5-2025

9/5/25

RETURN THIS APPLICATION TO:

Jim Baruth, Ten Lake Township Planning & Zoning Administrator

Phone (218) 335-0172

**TEN LAKE TOWNSHIP IMPERVIOUS SURFACE CALCULATION
WORKSHEET**

SQUARE FOOTAGE

1. Home with attached garage (including overhang) 3990
2. Home without attached garage(including overhang) _____
3. Garage (detached—including overhang) _____
4. Pole Building/Storage building(including overhang) _____
5. All driveways (paved=100%, unpaved=50%) _____
6. Parking areas (paved=100%, unpaved=50%) 2106 (#F Gravel)
4211 (#F Paved)
7. All deck surfaces _____
8. All patio surfaces 304
9. All sidewalk areas 280 - Previous Paters = 0
10. All stoops/entryways (including overhang) _____
11. Small utility shed (including overhang) _____
12. Water oriented structures (including overhang) _____
13. Firewood storage structure (including overhang) _____
14. Stairways and landings including to lake _____
15. Swimming pool, decking and equipment storage
shed or room _____
16. Docks and lifts (Not to exceed 1,000 sq. ft. total) _____
- TOTAL SQUARE FOOTAGE** 6400
- TOTAL SQUARE FOOTAGE OF PROPERTY** 42,680
- 15% ALLOWABLE IMPERVIOUS SURFACE SQ.FT.** 6402
- BUILDABLE** _____

Certificate Of Title

No. 1196

TRANSFER FROM CERTIFICATE NUMBER 1019 ON AUGUST 2, 2021

Originally registered on September 3, 1941, Volume 1 Page 37

**STATE of Minnesota
COUNTY of Beltrami**

} **S.S. REGISTRATION**

This is to certify that

KRAIG T ROWEKAMP,
and DANIELLE A ROWEKAMP,
whose address is 597 Evergreen Drive, Grand Forks, ND 58201
as joint tenants,

are now the owners of an estate; in fee simple, of and in the following described land, situated in the
County of Beltrami and State of Minnesota:

LOT TWENTY-FOUR (24), BLOCK ONE (1), BERGGREN POINT

*Subject to the encumbrances, liens, and interest noted by the memorial underwritten or endorsed hereon; and subject to the following
rights or encumbrances subsisting, as provided in Laws 1905, chapter 305, section 24, namely:*

- 1 liens, claims, or rights arising or existing under the laws or the Constitution of the United States, which this state cannot require to appear of record;
- 2 the lien of any real property tax or special assessment;
- 3 any lease for a period not exceeding three years when there is actual occupation of the premises thereunder;
- 4 all rights in public highways upon the land;
- 5 the right of appeal, or right to appear and contest the application, petition, or other proceeding affecting the title, as is allowed by this chapter;
- 6 the rights of any person in possession under deed or contract for deed from the owner of the certificate of title; and
- 7 any outstanding mechanics lien rights which may exist under sections 514.01 to 514.17.

IN WITNESS WHEREOF, I have hereunto subscribed
my name and affixed the seal of my office
this 2nd day of August, 2021

Charlene D. Sturk

Registrar of Titles

In and for the County of Beltrami and State of
Minnesota

MEMORIAL

OF ESTATES EASEMENTS OR CHARGES ON THE LAND DESCRIBED IN THE CERTIFICATE OF TITLE HERETO ATTACHED.

DOCUMENT NUMBER	KIND OF DOCUMENT	REGISTRATION DATE TIME	DATE OF DOCUMENT	AMOUNT	SIGNATURE OF REGISTRAR
T000000119	T/EASEMENT	02/13/1951 08:00 am	11/09/1949		Charlene D. Sturk

RUNNING IN FAVOR OF

BELTRAMI ELECTRIC COOPERATIVE, INC.

T000000675	T/QUIT CLAIM DEED COVENANTS	10/15/1985 08:05 am	08/20/1985		Charlene D. Sturk
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RUNNING IN FAVOR OF

DONNA B. KUNZ HENSEL

T000002125	T/EASEMENT	07/07/2004 08:00 am	07/06/2004		Charlene D. Sturk
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RUNNING IN FAVOR OF

16FT EASEMENT TO BENEFIT LOT 24

[Searches ▼](#) [Home](#) [GIS Map](#) [Recorded Documents](#)[SIGN IN](#)[Property Summary](#)[Tax Statements](#)[Truth In Taxation Statements](#)[Pay Bill](#)[Manufactured Homes](#)[Property Tax Payments](#)

PARCEL ID: 460073200

KRAIG T ROWEKAMP / DANIELLE A
ROWEKAMP

21915 WILLIAMS RD SE

1 of 1

Payments**Actions** [Printable Version](#)

Pay Yr	Effective Date	Payment Amt	Ref	Type	Payer	Check #	Receipt #
2025	05/12/2025	\$955.00	LOCKBX	NML	KRAIG T ROWEKAMP		1
2024	10/10/2024	\$959.00	LOCKBX	NML	KRAIG T ROWEKAMP		1
2024	05/15/2024	\$959.00	LOCKBX	NML	KRAIG T ROWEKAMP		1
2023	09/25/2023	\$1,039.00	LOCKBX	NML	KRAIG T ROWEKAMP		1
2023	04/28/2023	\$1,039.00	LOCKBX	NML	KRAIG T ROWEKAMP		1
2022	10/05/2022	\$970.00	LOCKBX	NML	Northview Bank		1
2022	05/03/2022	\$970.00	LOCKBX	NML	KRAIG T ROWEKAMP		1
2021	10/04/2021	\$1,020.00	NEW PYMT	NML	TIMOTHY R KUNZ		
2021	08/02/2021	\$1,081.20	NEW PYMT	NML	SIMPLIFILE		
2020	12/30/2020	\$2,002.20	NEW PYMT	NML	TIMOTHY R KUNZ		
2019	01/07/2020	\$2,085.25	NEW PYMT	NML	TIMOTHY R KUNZ		
2018	12/31/2018	\$1,923.39	NEW PYMT	NML	TIMOTHY R KUNZ		
2017	01/03/2018	\$2,049.74	NEW PYMT	NML	TIMOTHY R KUNZ		

[Contact Us / Feedback](#)

Downloaded by: Beltrami County GIS Department, September 10, 2025
Printed by: Beltrami County GIS Department, September 10, 2025

ROWEKAMP VARIANCE APPLICATION

Seeking a variance for the following:

- A. A 20 foot reduction in structure setback from the ordinary high water line of Buck Lake. Rowekamp's are proposing to place their home 80 feet from the ordinary high water line of Buck Lake.
- B. A 28 foot reduction in structure setback from the ordinary high water line of Buck Lake. Rowekamp's are proposing to install a patio 72 feet from the ordinary high water line of Buck Lake. The proposed patio setback is consistent with Section 402 of the Ten Lake Township Ordinance, which permits a patio to be constructed within 15% of the setback of a nonconforming structure.
- C. A 5% variance (2,106 square feet) to pave the proposed driveway. The Rowekamp's are able to construct their proposed home with a gravel driveway without a variance; however, due to the steepness of the existing driveway, the gravel driveway is subject to severe erosion and poses safety considerations during winter months.

VARIANCE ANALYSIS

- 1. The applicant establishes that the condition causing the claimed practical difficulties is unique to the property and was not caused by the actions of the applicant;**

The condition causing the Rowekamp practical difficulty is unique to the Rowekamp property and not caused by the Rowekamp's. The uniqueness relates to a slope that is equivalent to a bluff that consumes a large portion of the Rowekamp property thereby limiting options for constructing a home and placing a septic system; especially given other applicable setbacks. The topographical feature affects both variance requests as follows:

- A. Structure Setback Variance: The slope limits the depth of the buildable portion of the property. The existing driveway (further limited by the existing slope) limits access options to the home. The neighboring well limits placement options for the drainfield, which also needs to be a minimum of 20 feet from the home. Given the nature of the slope, it is best advised to maintain separation between the structure and the slope, which is necessary regardless to accommodate the placement of the drainfield a minimum of 50 feet from the neighboring well and beyond the setback line from Buck Lake.
- B. Impervious Surface Variance: A driveway has existed in the slope for decades. The driveway serves both the Rowekamp property and the Apanian property. Because of the nature of the slope, the driveway is steep (around a 15% grade) making it difficult to navigate in the winter and subject to significant erosion during rainfall events. Because the driveway serves the neighboring property, and because of the steepness of the slope, there is no other way to position the driveway and no way to significantly adjust the grade of the slope.

- 2. A variance is necessary to secure for the applicant those rights enjoyed by other property owners in the same area or district;**

The applicants are seeking to construct a new home of similar nature and in harmony with other

homes in the neighborhood. The slope and septic system constraints prevent them from doing so without a variance. The applicants are proposing to construct their home at a similar setback as the neighbor to the west, who previously demonstrated a practical difficulty.

3. The granting of a variance will not be contrary to the public interest or damaging to the rights of other persons or to the property values in the vicinity;

Granting a variance will promote the public interests and property values in the vicinity for the following reasons:

- A. Structure Setback Variance: The structure setback variance will permit the applicants to construct a home in harmony and in character with the neighborhood, which will protect and promote property values in the neighborhood, while protecting the rights of the applicants to make reasonable use of their property.
- B. Impervious Surface Variance: The impervious surface variance will promote the public interests and protect property values by aiding in the preservation of water quality. An impervious surface driveway will eliminate the significant erosion that presently exists on the driveway. Eliminating the erosion will eliminate silt and stormwater runoff that is presently discharging toward Buck Lake. By eliminating the silt, a long term stormwater management control can be incorporated to intercept and infiltrate the runoff, which according to MPCA, will result in 100% removal of pollutants from all the runoff that is infiltrated. Eliminating silt and preventing stormwater discharge to Buck Lake will preserve water quality which advances overall public health and well-being.

4. The granting of a variance will not be contrary to management policies of the area or management district;

The general management policies of the district are to preserve property values, protect the right to reasonable use of private property, and to protect resources. The granting of both variances advances these overall goals.

5. The variance would be in harmony with the general purpose and intent of the Ordinance and would be consistent with the comprehensive plan;

According to the Ten Lake Township Ordinance, “[t]he purpose of this Ordinance is to insure, promote and protect the health, safety and general welfare of present and future inhabitants of Ten Lake Township...by otherwise protecting and preserving the attractive, stable and wholesome environment, including the public trust waters and shoreland of Ten Lake Township”

The purpose and intent of the Ordinance would be advanced by granting each variance as follows:

- A. Structure Setback Variance: The health, safety, and general welfare of present and future inhabitants of Ten Lake Township is advanced when permitting the reasonable use of property. Granting a structure setback variance acknowledges the practical difficulty Rowekamp’s have in making reasonable use of their property and enables Rowekamp’s to use their property in a similar manner as their neighbors by constructing a home that maintains

the character and harmony of the neighborhood without any compromises to the health, safety, or general welfare of present or future inhabitants of Ten Lake Township.

- B. Impervious Surface Variance:** Granting a variance to allowing for the paving of a driveway protects and preserves the waters and shoreland of Ten Lake Township when it eliminates significant erosion and the discharge of stormwater into the water resource. Surface water quality is negatively impacted by stormwater runoff. The general theory is that traditional gravel is better for water quality than impervious pavement because it allows for a higher degree of infiltration. That is not the case here because the existing driveway has a 15% slope and because there is no practical way to relocate the driveway. The steepness of the slope prevents water from being infiltrated into the gravel and, because of its steepness, increases the velocity at which water runs down the driveway resulting in the gravel driveway significantly eroding (to the extent of forming a small gully) every time there is a significant rainfall event. It is not possible to keep gravel from eroding when the conditions are what they are. The sediment from erosion can have an impact on water quality and aquatic habitat because the sediment can carry nutrients and other contaminants that negatively affect water quality and clarity. These contaminants clings to the silty clay component of the gravel as well as other substances that can be picked up with stormwater runoff. By eliminating sediment caused by erosion, and by installing a silt free permanent stormwater treatment device to intercept and infiltrate stormwater runoff, water quality can be preserved thereby advancing the goals of the ordinance.

- 6. The existing sewage treatment system, if applicable, is upgraded to current standards before any additional development is approved;**

A new septic system will be installed as part of this project. No septic system currently exists on the property.

- 7. No variance shall be granted without demonstrated practical difficulties and economic considerations alone shall not constitute practical difficulties;**

Economics are not a consideration.

- 8. Any variance granted shall represent the least possible departure from the terms of the Ordinance, but which variance will alleviate the practical difficulties;**

The proposed variances are consistent with the terms of the ordinance, which permit a variance when practical difficulties exist, and which advance the overall goals and intent of the ordinance to promote and protect the health, safety and general welfare and to protect the resources.

- 9. No variance may be granted that would allow a use that is not allowed in the particular zoning district;**

This application does not seek a use variance.

- 10. Variances may be granted only in accordance with Minnesota Statutes; and**

Minnesota Statutes § 462.357 Subd. 6 provides for the granting of a variance as follows:

"Practical difficulties," as used in connection with the granting of a variance, means that (a) the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner; and (c) the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Under state statute, both variances are permitted in applying the practical difficulty analysis as follows:

- A. Structure Setback Variance: The Rowekamp's are proposing to use their property in a reasonable manner by constructing a single-family home. The topography of the lot, namely a steep slope, limit the depth of the buildable area of the lot. The lot was created by the plat of Berggren Point in 1985, which was approved at the time by Ten Lake Township and Beltrami County. The variance, if granted, will maintain the essential character of the neighborhood by permitting the development of the lot in a consistent matter as other homes in the neighborhood. This variance is not based on economic considerations.
- B. Impervious Surface Variance: The Rowekamp's are proposing to use their property in a reasonable manner by seeking to pave a driveway on a steep slope that is currently subject to considerable erosion, and which is difficult to maintain during the winter months when it is more difficult to manage the impact of snow and ice. The existing steep slope combined with the use of the driveway by the adjoining land owner creates a unique circumstance where it is not possible to locate the driveway to a more favorable location because none exists, and even if it did, because the driveway is relied upon by the neighbor who has no other form of access to their property due to the continuation of the steep slope. Paving the driveway would have no negative implications to the character or harmony of the neighborhood when the main access road to the property (Williams Rd SE) is already paved. This variance is not based on economic considerations.

11. In granting a variance the Board of Adjustment Committee may recommend, and the Board of Supervisors, sitting as the Board of Appeals and Adjustment, may impose such conditions as deemed necessary to carry out the purposes and intent of this Ordinance, provided such conditions directly relate to and bear a rough proportionality to the impact created by the variance.

It is proposed that a permanent stormwater treatment system is installed to mitigate the proposed impervious surface variance, as more particularly set forth on the Variance Request 3 drawing.

SITE PLAN

Part of

Lot 24, BERGGREN POINT, Beltrami County, Minnesota.

VARIANCE REQUEST 1 & 2: STRUCTURE SETBACK

DESCRIPTION OF PROPERTY
Lot 24, Block 1, BERGGREN POINT

SITE INFORMATION

	Proposed	Variance
Total Parcel Area	42,680 SF	
House Structure Setback (OHW)	80.2	19.8
House Structure Setback (Private Road)	39.6	
House Structure Setback (Side - West)	34.2	
House Structure Setback (Side - East)	60	
Patio Setback (OWH) *	72	28
Maximum Impervious Surface (15%)	6,402 SF	
Impervious Surface - Gravel Driveway Only**	6,400 SF	
Proposed pervious paver sidewalk ***	280 SF	
Proposed Impervious Surface - Paved Driveway (See Variance Request 2)	8,506 SF 19.9%	2,106 SF 5%

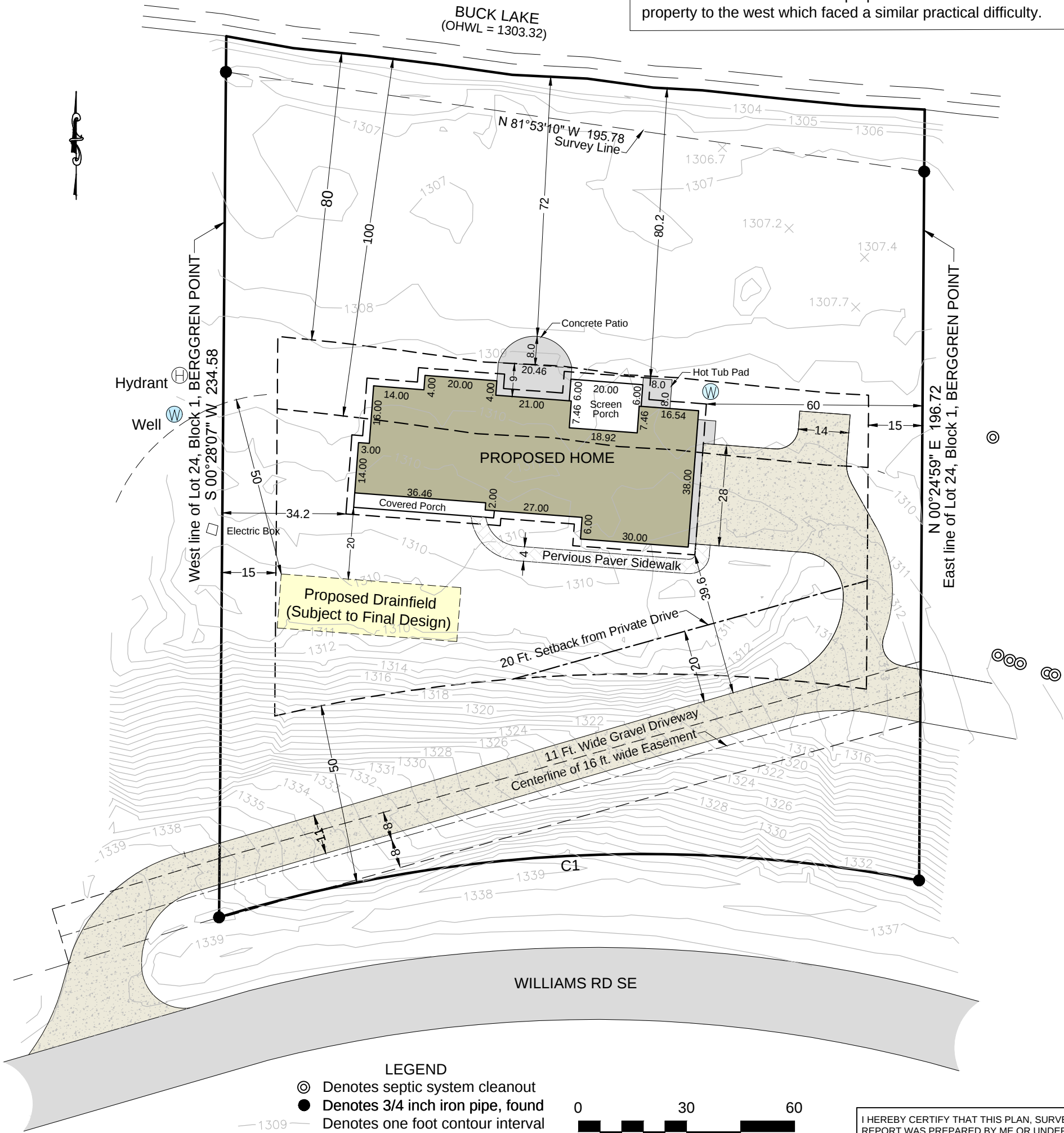
*Proposal complies with Section 402 of Ordinance governing nonconformities

**Impervious Surface assumes gravel drive (50% Impervious)

***Pervious paver sidewalk is 0% impervious

VARIANCE REQUEST 1: STRUCTURE SETBACK
Request: A 20 foot reduction in setback from ordinary high water line of Buck Lake for the house structure only.
VARIANCE REQUEST 2: STRUCTURE SETBACK
28 foot reduction in setback for patio only.

SUMMARY: A significant slope exists on the property resulting in an approximately 38 foot drop in elevation from Williams Rd SE. Within this slope is a driveway that has existed for decades that serves both the the applicants property and the neighboring property. There are not any alternative locations for the driveway. The slope consumes a fairly significant portion of the property leaving a limited distance between the toe of the slope and the 100 foot setback line. In order to accommodated the placement of a drainfield in compliance with the setback, to create a protective buffer between the toe of the slope and the home, and to provide reasonable maneuverability into a garage area given the fixed location of the driveway, it is necessary to encroach within the 100 foot setback from Buck Lake. This proposal is consistent with the property to the west which faced a similar practical difficulty.



LEGEND

- ⊙ Denotes septic system cleanout
- Denotes 3/4 inch iron pipe, found
- Denotes one foot contour interval
- × Denotes spot elevation



CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	403.00	196.52	194.58	N 86°59'03" E	27°56'23"

MURRAY
SURVEYING, INC.
P.O. BOX 1038 BEMIDJI, MN 56601
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.

MATTHEW R. MURRAY LICENSE NO. 48168
DATE: 09-14-2025 FILE NO. 24-222

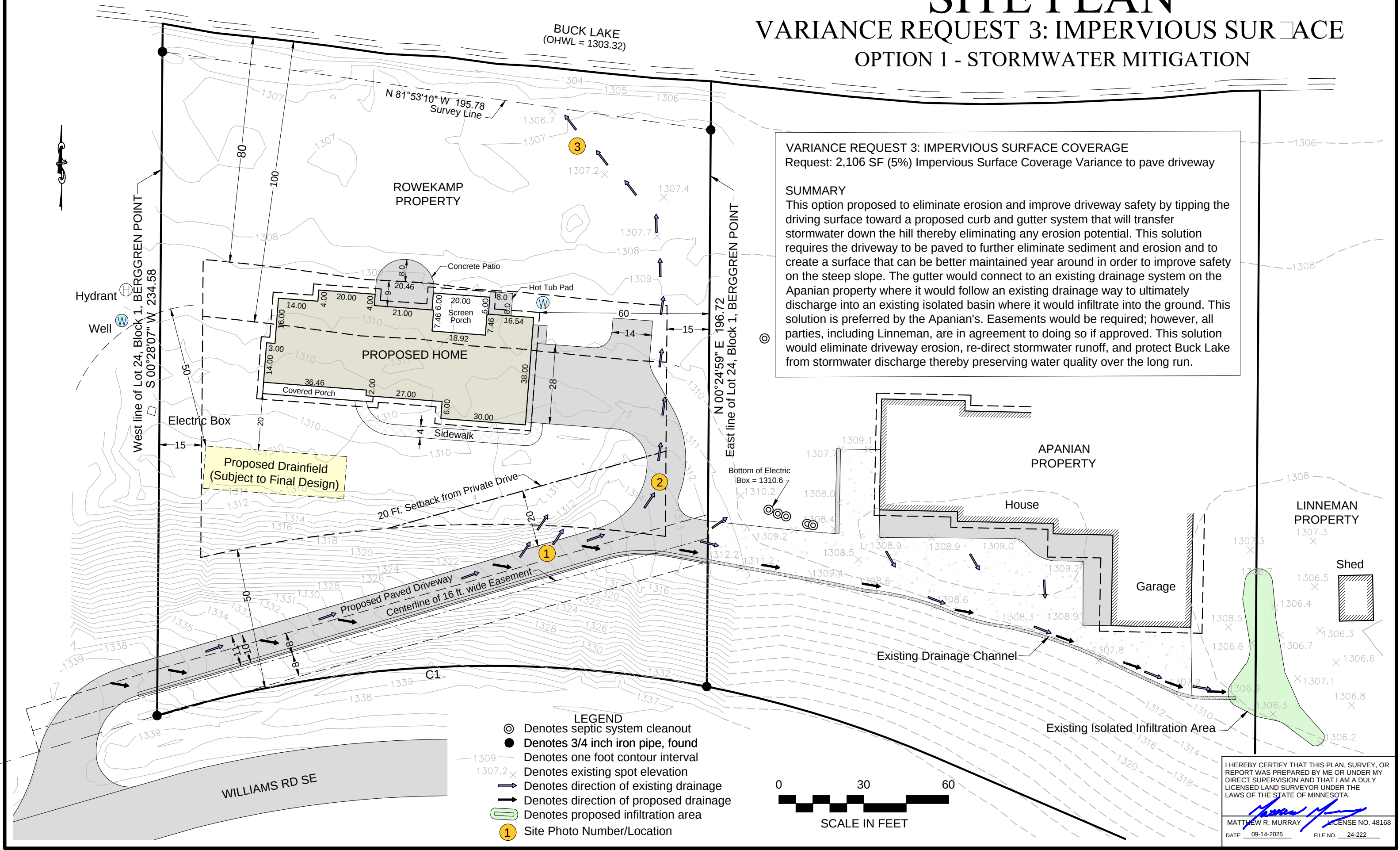
SITE PLAN

VARIANCE REQUEST 3: IMPERVIOUS SURFACE

OPTION 1 - STORMWATER MITIGATION

VARIANCE REQUEST 3: IMPERVIOUS SURFACE COVERAGE
Request: 2,106 SF (5%) Impervious Surface Coverage Variance to pave driveway

SUMMARY
This option proposed to eliminate erosion and improve driveway safety by tipping the driving surface toward a proposed curb and gutter system that will transfer stormwater down the hill thereby eliminating any erosion potential. This solution requires the driveway to be paved to further eliminate sediment and erosion and to create a surface that can be better maintained year around in order to improve safety on the steep slope. The gutter would connect to an existing drainage system on the Apanian property where it would follow an existing drainage way to ultimately discharge into an existing isolated basin where it would infiltrate into the ground. This solution is preferred by the Apanian's. Easements would be required; however, all parties, including Linneman, are in agreement to doing so if approved. This solution would eliminate driveway erosion, re-direct stormwater runoff, and protect Buck Lake from stormwater discharge thereby preserving water quality over the long run.



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.

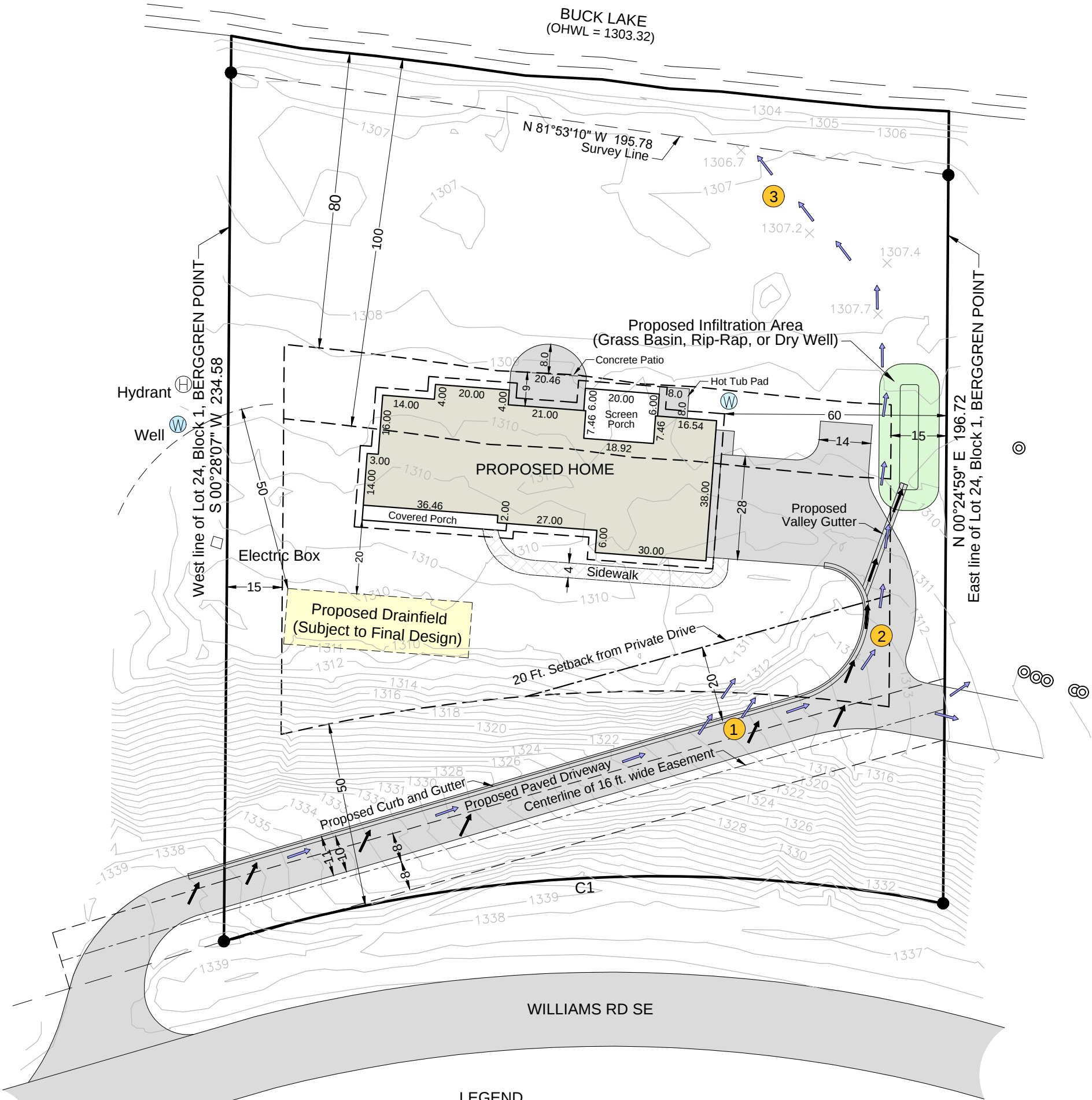
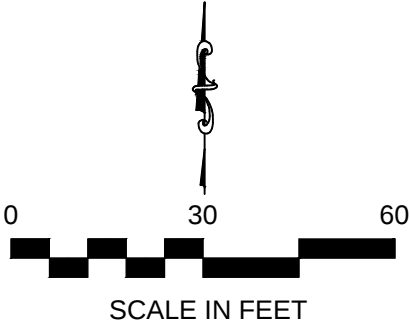
MATTHEW R. MURRAY LICENSE NO. 48168
DATE: 09-14-2025 FILE NO. 24-222

SITE PLAN
VARIANCE REQUEST 3: IMPERVIOUS SURFACE
OPTION 2- STORMWATER MITIGATION

DESCRIPTION OF PROPERTY
Lot 24, Block 1, BERGGREN POINT

VARIANCE REQUEST 3: IMPERVIOUS SURFACE COVERAGE
Request: 2,106 SF (5%) Impervious Surface Coverage Variance to pave driveway

SUMMARY
This option (Option 2) is an alternate to Option 1 of the request for a variance for impervious surface coverage. This option would involve tipping the road north to a proposed curb and gutter system which would transfer stormwater down the hill to a valley gutter crossing the Rowekamp proposed driveway. The stormwater would then be discharged to a stormwater treatment device (either a grass infiltration basin, rip-rap basin, or underground dry well) where the runoff would be infiltrated into the ground. Like Option 1, this option would improve driveway safety by providing a paved surface that could be better managed for snow and ice in the winter while also eliminating erosion associated with the current driveway. Erosion is not simply a convenience factor, but an essential element in maintaining water quality (See Narrative). The proposed infiltration treatment area would, according to MPCA, be 100% effective in pollutant removal for the volume infiltrated.



- LEGEND
- ⊙ Denotes septic system cleanout
 - Denotes 3/4 inch iron pipe, found
 - 1309 — Denotes one foot contour interval
 - 1307.2 X Denotes existing spot elevation
 - ➡ Denotes direction of existing drainage
 - ➡ Denotes direction of proposed drainage
 - ➡ Denotes proposed infiltration area
 - ① Site Photo Number/Location

CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
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MATTHEW R. MURRAY LICENSE NO. 48168
DATE: 09-14-2025 FILE NO. 24-222

SITE PHOTOS

VARIANCE REQUEST 3

Site Photo 1: Existing Driveway Erosion



The existing driveway is positioned at an approximately 15% slope. Despite the fact that the Rowekamp property is undeveloped, the existing driveway has been in place for decades and serves both the Rowekamp and Apanian properties. Because of the nature of the site topography, the driveway cannot be relocated and the grade/slope of the driveway cannot be substantially altered, in part because it is also relied on by the Apanian property. While the driveway is incredibly slippery and difficult to maintain in the winter, it is also difficult to maintain in the summer because any significant degree of rainfall results in perpetual erosion.

Site Photo 2: Sediment Caused by Erosion



The problem with erosion is not just the nuisance from having to continually re-grade a driveway and replace gravel (which, as a practical matter, is a waste of resources), but erosion and stormwater runoff in general has negative implications on water quality. For this reason, Minnesota has part of an entire state agency aimed at enforcing best management practices to eliminate erosion and improve water quality. Pollutants/contaminants attach to sediment and is transported by runoff, which is why controlling sediment is one of the primary factors in protecting water quality. All best management practices have limitations. Because of the steep slope of the driveway, with no alternative configurations, paving the driveway is the only long-term effective way to mitigate ongoing erosion in an effort to prevent the formation of sediment.

Site Photo 3: Receiving Water



The steep driveway contributes to a significant amount of velocity of stormwater runoff aiding stormwater in running down the driveway, over the surface, and toward the lake. This runoff carries sediment and any other debris in its path toward the water body. By incorporating stormwater treatment in the path of runoff, stormwater velocity can be interrupted, runoff can be treated, any negative implications on water quality can be prevented. An important element in the long term maintenance and success of any permanent stormwater treatment solution is to prevent significant amounts of sediment from entering the treatment system. Sediment will render a treatment system useless in no time. Paving the driveway would eliminate sediment and provide for an effective long term solution for treating and reducing the velocity of stormwater runoff from the driveway.

Board of Adjustment Meeting Minutes 10/01/2025

- A. Call to Order:** Meeting called to order at 6:01 PM by Chair Paul Thorne. Present: Jim Zachau, John Polo, Perry Malm, Joe Hamlin (Absent), James Marcotte (Clerk), Jim Baruth (Land Administrator). The TLT Board of Supervisors were also present.
- B. Additions to the Agenda:** None
- C. The Pledge of Allegiance:** Recited
- D. Minutes:** None
- E. Old Business:** None
- F. New Business:**
 - a.** Kraig & Daneille Rowekamp are requesting a variance to build a single-family home with attached garage at 2195 Williams Rd SE, Cass Lake, MN 56633. Surveyor Matt Murray and their contractor were present and have 3 requests.
 - i.** Request the structural setback to be 72' from the ordinary high-water mark.
 - ii.** Request to exceed the impervious surface from 15% to 19.8% to accommodate storm water drainage efficiency with a paved driveway and retention pond.
 - iii.** Request to encroach on the 15' side lot setback to accommodate the curve in the driveway.
 - b.** The meeting was recessed at 6:03PM with a motion by John, 2nd by Perry, approved 4-0 for a site visit.
 - c.** Site Visit: Call to order at 6:15PM. Matt Murray presented the site plan to the board which included the retention pond, septic location and lot setbacks. Discussion ensued. Motion by Perry, 2nd by John to put meeting in recess at 6:38 PM, passed 4-0.
 - d.** Meeting reconvened at the Town Hall at 6:51 PM.
 - i.** Discussion reference the easement for the driveway to drain to neighbors in retention pond and pervious material at the parking area of the driveway.
 - ii.** Discussion about size of the curve in the driveway.
 - iii.** Discussion about Septic setback from the structure and the ordinary high-water mark. Beltrami County indicated they would approve a variance for the structure to be closer to the septic. Septic setback is 20' but could allow 10'.
 - e.** Motion by John, 2nd by Jim to maintain 15' side lot setback on the driveway curve with east neighbor. Passed 4-0.
 - f.** Motion by John, 2nd by Jim to maintain the 15% impervious requirement. Passed 3-1 with Perry voting nay.

- g. Motion by John, 2nd by Perry: Any structure or part thereof will maintain an 85' setback from the ordinary high-water mark (neighbors have previously been granted 85' setback). Passed 4-0.

G. Misc:

H. Adjournment: Moved by John, 2nd by Perry, passed 4-0 at 7:34 PM.

Respectfully submitted, James Marcotte, Clerk

Minutes Approval:

Chair: _____ Date _____

Executive Director Report

September - October 2025

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. Sent in LSOHC reimbursement request.
7. Responded with comments to Crow Wing ordinance revision.

Meetings & Networking

9/22 Attended Bemidji Career Fair. Schools from Bemidji, Voyageur, St. Phillips Catholic, and Trek North were there and around 1000 students attended the career fair.

9/25 Held phone meeting with NW Regional Director Ben Bergey and we talked about a paddling opportunity at Itasca State Park next year. He will set up an appointment with ISP staff to discuss time, date, and logistics for next year.

9/29 Looking into a BWSR Keep it Clean grant that could help us produce awareness videos about litter on the ice.

10/3 followed up with speakers for the biennial conference to confirm attendance and dialogue.

10/3 Followed up with MN Rep. and Sen. invites to determine who is attending our conference.

10/7 Discussed biennial conference Powerpoint with Paula West.

10/8 Mississippi River Sartel 1W1P advisory committee is reviewing and discussing opportunity statements for the plan. Agricultural and community groups have a fear that this may impact them, so the statements are being revised in a more positive and thoughtful way.

10/20 Sent Letter of Support to Klobuchar and Smith's office requesting a land exchange between the CNF and Bowen Lodge. This will be seen before the Senate Ag, Nutrition, and Forestry Committee.

10/20 Submitted Regional Sustainable Development Project idea brief on behalf of Karl Ludeman. The intent of the project is to reduce the timeframe to build Soil Organic Matter. Usually it takes 3 to 5 years to build up SOM, and that is not a business model that encourages adoption by farmers.

10/21 HR 197 land exchange bill passed in the senate Ag, Nutrition, and forestry committee and will be moving to the senate floor for passage.