



REGULAR AND ORGANIZATIONAL MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: January 6, 2026

Where: Government Center Board Room

The public is invited to join the meeting remotely through Microsoft Teams:

Meeting Link: <https://teams.microsoft.com/meet/2930199095410?p=QeP5MehuGeXGRR3xuI>

Meeting ID: 293 019 909 541 0 Meeting Passcode: Nm9zg2qM

In accordance with Minnesota Statutes §13D.02, one or more commissioners may participate in the meeting via interactive technology. Commissioners joining via interactive technology will be seen and heard in the meeting room and votes will be taken by roll call.

9:00 a.m.

1) **David Minke, County Administrator, Calls to Order**

 A) Selection of Board Chair

2) **County Board Chair**

 A) Selection of Board Vice Chair

 B) Pledge of Allegiance

 C) Approval of the Agenda

9:10 a.m.

D) **Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate but will take the information for consideration as appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-7276 option 8 no later than 2:30 P.M. on the Monday before the meeting.

3) **Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board prior to the meeting. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from this Agenda and considered under a separate motion.

A) **Correspondence File-**

 December 23, 2025 - January 5, 2026

B) **Approve County Board Minutes-**

 December 23, 2025

C) **Approve-**

 Equipment Purchase - Used Chassis-only Tandem Truck

D) **Approve Auditor Vouchers-**

 Auditor Warrants - HHS 12.19.25

E) **Adopt Resolution-**

 Appointment of Mail, Absentee and UOCAVA Ballot Board

F) **Approve-**

 Annual Employee Dishonesty and Faithful Performance Bond

G) **Information Only**

 Annual Report Lake Minnewawa Lake Improvement District

H) **Approve Manual Warrants/Voids/Corrections-**

 Manual Warrants - ELAN 12.04.25

I) **Approve Auditor Vouchers-**

 Auditor Warrants 12.26.25

J) **Approve Commissioner's Vouchers**

 Commissioner Warrants 12.31.25

K) **Approve Auditor Vouchers-**

 Auditor Warrants - HHS 12.31.25

L) **Adopt Resolution-**

 Thomas Melton application to repurchase tax-forfeited property

M) **Approve Manual Warrants/Voids/Corrections-**

 Manual Warrants 12.30.25

N) **Approve Auditor Vouchers-**

 Auditor Warrants 12.31.25

O) **Approve-**

 Pay Equity Report

9:10 a.m.

- 4) Jessica Johnson - VP, External Affairs - Talon Metals
A) Talon Metals Updates - Information Only

9:30 a.m.

- 5) Dennis Thompson – Land Commissioner
A) Approve Purchase of New Motor Grader
B) Summary of Land Sales for Tyler Settlement - Information Only

9:45 a.m.

- 6) David Minke – County Administrator
A) Adopt Resolution - 2026 Board of Commissioners Meeting Procedures
B) Approve 2026 Board Meeting Schedule
C) Adopt Resolution - Designation of Official County Newspaper
D) Approve 2026 AMC Policy Committee Members and Voting Delegates
E) Adopt Resolution - 2026 Committee Appointments
F) Approve Letter of Support - Aitkin Airport Terminal Grant

10:00 a.m.

- 7) Andrew Carlstrom – Environmental Services Director
A) Public Hearing on Amendments to Shoreland Ordinance
B) First Reading - Amendment to Shoreland Ordinance - Discussion Only

10:25 a.m.

- 8) Board of Commissioners
A) Commissioner Committee Reports

ADJOURN

Call to Order

The Aitkin County Board of Commissioners met the 23rd day of December 2025 at 9:00 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Travis Leiviska, Bret Sample, and Michael Kearney. Also present were County Administrator David Minke and Administrative Assistant April Kellerman.

Approval of Agenda

Motion made by Commissioner Sample, seconded by Commissioner Kearney and carried 5-0 to approve the December 23, 2025 agenda, as amended with the addition of item 4.1 Facilities Updates, a correction to Resolution #20251223-148: 2026 Boat & Water Safety Agreement Budget, and a correction to December 16th Minutes.

There was no Citizens' Public Comment.

Consent Agenda

Motion by Commissioner Leiviska, seconded by Commissioner Westerlund and carried 5-0 to approve the Consent Agenda as follows and amended December 16, 2025 County Board Minutes.

- A) Correspondence File December 16, 2025 to December 22, 2025;
- B) Approve December 16, 2025 County Board Minutes;
- C) Approve Electronic Funds Transfers Report thru 12.15.25 with a total of \$1,089,269.79;
- D) Approve Aitkin County Extension Committee Reappointments of Sharon Dozler, District 1, and Becky Joerger, District 4, to three-year terms starting in January of 2026;
- E) Approve Auditor Vouchers – Auditor Warrants paid 12.12.25: General Fund \$408.46, Health & Human Services \$152,708.09 for a total of \$153,116.55;
- F) Adopt Resolution #20251223-139: LG220 Application for Exempt Permit – Up North Riders ATV Club;
- G) Approve 2026 Natural Resources Advisory Committee Appointments – Reappointment of Steve Hughes, Tom Veenker, and Frank Turnock to 4-year terms
- H) Adopt Resolution #20251223-140: Date and Time of 2026 Timber Auctions on May 11, 2026 at 10:00 a.m., August 12, 2026 at 2:00 p.m., and December 7, 2026 at 9:00 a.m.;
- I) Adopt Resolution 20251223-141: Fund Transfer to Forfeited Tax Sales Account in the amount of \$113,935.89;
- J) Approve Commissioner Vouchers – Commissioner Warrants paid 12.19.25: General Fund \$207,060.72, Reserves \$3,500.00, Road & Bridge \$61,993.06, Health & Human Services \$3,146.62, State \$7,420.00, Trust \$8,000.01, Forest Development \$7,067.29, Taxes & Penalties \$303.81, Long Lake Conservation Center \$17,524.60, Parks \$4,187.35 for a total of \$320,203.46;
- K) Approve 2026-2027 Health & Human Services Advisory Committee Reappointments of Sara Ehlke-Bejcek, Alissa Boser, and Andrew Jergensen;
- L) Approve Manual Warrants/Voids/Corrections – Manual Warrants paid 12.12.2025: General Fund \$1,200.44, State \$79,641.45, Long Lake Conservation Center \$53.15 for a total of \$80,895.04;
- M) Adopt Resolution #20251223-142: Award Contract No. 20262 for construction of CP 001-090-045 to Lot Pros Inc. in the amount of \$63,973.00;

AITKIN COUNTY BOARD

December 23, 2025

- N) Approve Personnel Policy Update (Meal and Rest Breaks)
- O) Approve Personnel Policy Update (PTO Donation Policy)
- P) Approve Community Corrections Advisory Board membership roster for 2026.

Regular Agenda

Motion by Commissioner Westerlund, seconded by Commissioner Kearney and carried 5-0 to Adopt the following 2026 Budget Resolutions/2025 Year End Resolutions:

Resolution #20251223-143: Fund Transfer – 2026 Budget.

Resolution #20251223-144: Fund Transfer to Long Lake Conservation Center.

Resolution #20251223-145: Fund Transfer to Support Survey/GIS.

Resolution #20251223-146: To approve the 2026 property tax levy in the amount of \$18,981,045.

Resolution #20251223-147 adopting budgets for the following funds as shown: General \$19,028,237; Solid Wast \$416,958; Road and Bridge \$17,926,879; Health and Human Services \$8,773,610; Debt Service \$696,515; Parks \$757,510.

Resolution #20251223-148: 2026 Boat & Water Safety Agreement Budget.

Resolution #20251223-149: 2026 Unorganized Townships.

Resolution #20251223-150: 2025 Ditch Fund Budgets.

Resolution #20251223-151 adopting budgets for the following funds:

<u>Fund/Account</u>	<u>Revenue</u>	<u>Expenditure</u>
Law Library	\$33,000	\$33,000
TRUST	\$1,772,000	\$1,717,760
County Surveyor	\$483,520	\$483,520
Missing Heirs	\$0	\$0
MCIT	\$0	\$0
Collaborative Grant	\$80,562	\$79,562
Environmental Trust	\$25,000	\$25,000
LLCC	\$1,036,200	\$1,025,060

Resolution #20251223-152: County Ditch and County Development Transfers.

Resolution #20251223-153: Unorganized Road & Bridge Transfers.

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried 5-0 to Adopt Resolution #20251223-154: 2025 Reserve Funds.

Penny Harms – Veterans Services Officer presented update on Veterans Service Office.

Jim Bright – Facilities Coordinator presented updates for ongoing facility projects.

Draft Meeting Procedures and Rules of Business discussed.

2026 County Board Projects/Priorities discussed.

AITKIN COUNTY BOARD

December 23, 2025

The Board discussed: Aquatic Invasive Species meeting concerns, Arrowhead Regional Development Committee, Arrowhead Economic Opportunity Agency, Facilities, and Aitkin Airport.

Adjourn

Motion by Commissioner Kearney, seconded by Commissioner Leiviska and carried 5-0 to adjourn the meeting at 10:10 a.m. with the next regular meeting on Tuesday, January 6, 2026 at the Aitkin County Government Center.

J. Mark Wedel, Board Chair
Aitkin County Board of Commissioners

David J. Minke, County Administrator
Clerk to the County Board



Board of County Commissioners Agenda Request

3C
Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Equipment Purchase - Used Chassis-only Tandem Truck

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
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Submitted by: John Welle	Department: Highway Department
Presenter (Name and Title): NA	Estimated Time Needed: NA

Summary of Issue: <p>The 2026 Capital Equipment Replacement Budget includes a \$55,000 expenditure to purchase a used chassis-only tandem truck. This used truck chassis will be an addition to our fleet that will be used exclusively to pull one of our three belly dump trailers hauling aggregate surfacing and other material during the summer and fall months. Currently, we utilize two of our plow trucks to pull two of the belly dump trailers by annually removing the dump box and installing a fifth wheel hitch in the spring, then removing the fifth wheel hitch and reinstalling the dump box in the fall. It's our intention to eventually have three separate truck chassis to pull all three belly dump trailers to increase the efficiency of our gravel placement operations. Because of the lighter weight of these chassis compared to our plow truck chassis, we are able to haul over 20% more aggregate on the belly dump trailers. In addition, we avoid the added workload of converting equipment each spring and fall.</p> <p>In lieu of soliciting competitive quotes which is not possible with used equipment, good quality, competitively priced equipment was searched from vendors within the region with the following purchase recommendation:</p> <p>Boyer Trucks, St. Michael, MN - 2015 Mack GU713 - 228,000 miles - \$42,000</p>

Alternatives, Options, Effects on Others/Comments: Continue to utilize plow truck chassis to pull belly dump trailer
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Recommended Action/Motion: Authorize purchase of 2015 Mack GU713 from Boyer Trucks, St. Michael, MN

Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ \$42,000 plus tax and fees <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> \$55,000 budgeted in 2026 budget
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Print List in Order By: 4 1 - Fund (Page Break by Fund)
 2 - Department (Totals by Dept)
 3 - Vendor Number
 4 - Vendor Name

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: S D - Detailed Audit List
 S - Condensed Audit List

Save Report Options?: Y

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES**Vendor** Name

<u>No.</u>	<u>Amount</u>	
11701	Advocates For Family Peace	280.00 1 Transactions
10481	Ahonen/Brittney	328.21 2 Transactions
9561	Amazon Business	71.96 - 1 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	878.60 5 Transactions
10837	Anderson/Lane	75.00 1 Transactions
10843	Bowser/Rebecca	989.52 1 Transactions
783	Canon Financial Services, Inc	757.03 9 Transactions
10840	Christy/Quintin	75.00 1 Transactions
10367	Creature Works, Inc	180.00 1 Transactions
10852	Cremation Society of MN-Edina	1,599.94 1 Transactions
11051	Department of Human Services	7,067.32 10 Transactions
9147	Fond du Lac On-Reservation Licensing	154.00 2 Transactions
13830	HAMDORF/BREA	116.20 1 Transactions
10456	King/Miranda	158.54 4 Transactions
90182	Laboratory Corp Of America Holdings	44.00 1 Transactions
6110	Lakes & Pines CAC, Inc	8,437.26 1 Transactions
9456	Meger/Shanda	318.57 3 Transactions
90235	Melz/Erin	1,003.73 1 Transactions
10948	MN Dept of Labor & Industry	25.00 3 Transactions
89163	NEMOJT	15,754.73 2 Transactions
10836	Papenfuss/Riley	75.00 1 Transactions
10109	Quadient, Inc	1,608.33 3 Transactions
9489	Redwood Toxicology Laboratory, Inc	308.54 11 Transactions
10394	Resource Training & Solutions	2,086.80 9 Transactions
13876	SCHOENROCK/ADAM	248.14 2 Transactions
10305	Sipe/John	178.15 3 Transactions
14337	SOVINSKI/HANNAH	360.41 1 Transactions
10839	Warren/Owen	75.00 1 Transactions

Final Total**43,111.06****28 Vendors****82 Transactions**

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	Fund	AMOUNT	Name
	5	42,994.86	Health & Human Services
	25	116.20	Opioid Remediation Settlement
All Funds		43,111.06	Total Approved by,



Board of County Commissioners Agenda Request

Requested Meeting Date: January 06, 2026

3E

Agenda Item #

Title of Item: Appointment of Mail, Absentee and UOCAVA Ballot Board

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kathleen Ryan	Department: Auditor	
Presenter (Name and Title): Kathleen Ryan, County Auditor	Estimated Time Needed:	
Summary of Issue: Appoint Mail, Absentee and UOCAVA Ballot Board for the 2026 Election Year.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Resolution to Appoint Mail, Absentee and UOCAVA Ballot Board for the 2026 Election Year.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain: The Election Judges hired to serve on the ballot board are paid through payroll.		

Resolution #20260106-xxx ESTABLISHING A MAIL/ABSENTEE/UOCAVA BOARD

WHEREAS, by ordinance or resolution, the governing body of Aitkin County is required by Minnesota Statute 203B.121 and 203B.23 to establish a ballot board to accept and reject mail, absentee and UOCAVA ballots; and

WHEREAS, this Board will bring uniformity in the processing of accepting or rejecting returned mail, absentee and UOCAVA ballots in Aitkin County; and

WHEREAS, the Mail/Absentee/UOCAVA Ballot Board would consist of a sufficient number of Election Judges as provided in Sections 204B.19 to 204B.22;

THEREFORE BE IT RESOLVED THAT, the Aitkin County Board of Commissioners hereby establishes a Mail/Absentee/UOCAVA Ballot Board that would consist of a sufficient number of Election Judges as provided in Minnesota Statute 204B.19 to 204B.22 to perform the task for the 2026 elections and all future elections.

BE IT ALSO RESOLVED, the Aitkin County Board of Commissioners grants the County Auditor the right to add or remove Election Judges when appropriate throughout the 2026 Election season.

Adopted this 6th Day of January, 2026 By The Aitkin County Board of Commissioners.

Attest:

J. Mark Wedel
County Board Chair

David J. Minke, County Administrator
Clerk to the County Board

STATE OF MINNESOTA }
COUNTY OF AITKIN }



Board of County Commissioners Agenda Request

3F

Agenda Item #

Requested Meeting Date: January 6, 2025

Title of Item: Annual Employee Dishonesty and Faithful Performance Bond

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
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Submitted by: Kathleen Ryan	Department: Auditor
Presenter (Name and Title): Kathleen Ryan, County Auditor	Estimated Time Needed:

Summary of Issue:

Approve Recording of the annual Employee Dishonesty and Faithful Performance Bond for \$50,000 and to further define employees to include the following Aitkin County Officials and any successor of such official:

Administrator, Assessor, Attorney, Auditor & Treasurer and deputies, County Commissioners, County Recorder & Registrar of Titles and deputies, Engineer, Surveyor, Health & Human Services Director, Environmental Services Director, Veteran Service Officer.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve Recording of the annual Employee Dishonesty and Faithful Performance Bond

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ _____
Is this budgeted? Yes No

Please Explain:

COVERAGE - ARTICLE FOUR

EMPLOYEE DISHONESTY AND FAITHFUL PERFORMANCE OF DUTY

Minnesota Counties
Intergovernmental Trust



INDEX

Employee Dishonesty & Faithful Performance of Duty Coverage

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MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST

ARTICLE FOUR - Employee Dishonesty and Faithful Performance of Duty Coverage

Some provisions in this "Coverage Document" restrict coverage. Read the entire "Coverage Document" carefully to determine rights, duties and what is and is not covered. The titles of the various sections and paragraphs in this "Coverage Document" are inserted solely for convenience of reference and shall not be deemed in any way to limit or affect the provisions to which they relate. Throughout this "Coverage Document" the words we, us, our and MCIT refer to the Minnesota Counties Intergovernmental Trust. The words you and your refer to the "Member" shown in the "Declarations". Words and phrases that appear in quotation marks are defined in G. DEFINITIONS of this "Coverage Document", unless noted otherwise.

A. COVERAGE AGREEMENT

We will pay for loss of or damage to "Money", "Securities" and "Property Other than Money and Securities" caused:

1. Directly by "Employee Dishonesty"; or
2. Directly and immediately by the failure of an "Employee" to perform his or her duties as prescribed by "Law".

B. INCLUDED COVERAGE

Temporary Absence of Employee from Coverage Territory

We will pay for loss caused by an "Employee" during the first 90 days of his or her temporary absence from the "Coverage Territory". This coverage provision does not increase the Limit of Coverage provided by this "Coverage Document".

C. EXCLUSIONS

This "Coverage Document" does not apply to any:

1. Deprivation of Civil Rights or Tortious Conduct

 Damages for which you are legally liable as a result of:

- a. The deprivation or violation of the civil rights of any person by an "Employee"; or
- b. The tortious conduct of an "Employee", except conversion of property of other parties held by you in any capacity.

2. Dishonest or Criminal Acts

Loss caused by any dishonest or criminal acts carried out by you or your partners either alone or in collusion with other persons.

3. *Failure of Depository*

Loss resulting from the failure of any entity that is a depository for your property or property for which you are responsible.

4. *Governmental Order of Property Seizure or Destruction*

Loss caused by seizure or destruction of property in response to a governmental authority's order.

5. *Indirect Loss*

Loss indirectly resulting from any act or "Occurrence" covered by this "Coverage Document" including, but not limited to, loss resulting from:

- a. Your inability to realize income that you would have realized had there been no loss of or damage to "Money", "Securities" and "Property Other than Money and Securities".
- b. Payment of damages types for which you are legally liable, but we will pay compensatory damages that directly result from a loss covered under this "Coverage Document".
- c. Payment of costs, fees or other expenses you incur in establishing either the existence or the amount of loss under this "Coverage Document".

6. *Inventory Shortages*

Loss, or that part of any loss, whose proof of existence or amount depends upon:

- a. An inventory calculation; or
- b. A profit and loss calculation.

7. *Legal Expenses*

Expenses associated with legal actions.

8. *Nuclear*

Loss resulting from nuclear reaction, nuclear radiation or radioactive contamination, or any associated act or incident.

9. *Pollution Loss*

Loss resulting from the discharge, dispersal, release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, the atmosphere or any watercourse or body of water.

10. *War and Similar Actions*

Loss resulting from declared or undeclared war, warlike action, rebellion, revolution, insurrection or any associated act or incident.

11. *Probate Duties in a Fiduciary Capacity*

Loss resulting from any person or class of persons acting in the capacity of public administrator, public guardian and any other "Employee" performing probate duties in any fiduciary capacity.

D. LIMIT OF COVERAGE

The maximum amount of coverage provided by this "Coverage Document" for any one "Occurrence" is the applicable Limit of Coverage shown in the "Declarations".

E. DEDUCTIBLE

For any one "Occurrence", we will pay, subject to the Limit of Coverage, the amount of a loss covered by this "Coverage Document" that is in excess of the Deductible shown in the "Declarations".

F. CONDITIONS

1. *Application of Printed Conditions*

The "Terms" and conditions of forms attached to this "Coverage Document" shall take precedence over the printed conditions of the "Coverage Document". The terms and conditions of the Minnesota Counties Intergovernmental Trust Joint Powers or Participation Agreement and By-Laws and interpretations thereof shall take precedence over all printed conditions of the "Coverage Document" and any "Terms", conditions or endorsements attached thereto.

2. *Breach of Conditions*

The breach of any condition of this "Coverage Document" will not affect coverage if, at the time of loss or damage, the breach of condition does not exist.

3. *Cancellation of Coverage on an Employee*

Should the need arise to cancel coverage on any "Employee", the cancellation will be effective on the date specified in a notice mailed to you. That date will be at least 30 days after the date of mailing. The mailing of notice to you at the last mailing address known to us will be sufficient proof of notice. Delivery of notice is the same as mailing.

4. *Concealment, Misrepresentation or Fraud*

This coverage is void in any case of:

- a. Material misrepresentation or omission; or
- b. Fraud

by you or with your knowledge in:

- a. Obtaining this coverage; or
- b. Pursuing a claim under this "Coverage Document".

5. Conformity with Statutes

The "Terms" of this "Coverage Document" in conflict with applicable statutes of the State of Minnesota are changed to conform to those statutes.

6. Consolidation - Merger

If through consolidation or merger with, or purchase or acquisition of assets or liabilities of, some other entity:

- a. Any additional persons become "Employees"; or
- b. You acquire the use and control of any additional "Premises";

any coverage afforded for "Employees" or "Premises" also applies to those additional "Employees" or "Premises", for acts committed or events occurring within 60 days after the effective date of such consolidation, merger, or purchase or acquisition of assets or liabilities.

You must give us written notice within this 60 day period to extend this coverage to the additional "Employees" or "Premises". In return for such an extension of coverage, you may be required to pay an additional contribution.

If you fail to notify us in writing within this 60 day period, this coverage shall automatically terminate as to such additional "Employees" or "Premises".

7. Contributions

The "Member" shown in the "Declarations":

- a. Is responsible for the payment of all contributions; and
- b. Will be the payee for any return contributions or dividends we pay.

8. Coordination of Coverage Application

For any loss "Occurrence", should relevant "Terms" of this "Coverage Document" be more restrictive than, or in conflict with, provisions of the Public Employee Dishonesty and Faithful Performance of Duty Coverage generally provided to MCIT "Members" by Old Republic Insurance Company, we may, at our discretion, apply to the loss those Old Republic coverage provisions that provide the broader coverage or are in conflict with the "Terms" of this "Coverage Document".

However, this condition shall in no event apply to any differences between:

- a. The Limit of Coverage or Deductible provisions of this "Coverage Document" and any Limit of Insurance or Deductible provisions of the Old Republic coverage; or
 - b. Exclusion 9. POLLUTION of this "Coverage Document" and any application of the Old Republic coverage to a pollution loss.
9. *Coverage Changes, Cancellation and Termination*

The first "Member" shown in the "Declarations" is authorized to make changes in the "Terms" of this "Coverage Document" with our consent. Changes, cancellation or termination shall be made only in accordance with the MCIT By-Laws and Joint Powers or Participation Agreement. This "Coverage Document" and the MCIT By-Laws and Joint Powers or Participation Agreement contain all the agreements between you and us concerning the coverage afforded. The "Coverage Document's" "Terms" can be amended or waived only by endorsement issued by us and made a part of this "Coverage Document".

10. *Coverage Under Two or More Coverages*

If two or more MCIT coverages apply to the same loss, we will pay no more than the actual amount of the loss.

11. *Divisible Document*

The breach of any condition of this "Coverage Document" with respect to any one or more covered items shall not prejudice the right to recover for loss occurring to any other covered item with which, at the time of the loss, a breach of condition does not exist.

12. *Examination of Your Books and Records*

We may examine and audit your books and records as they relate to this "Coverage Document" at any time during the "Coverage Period" and up to one year afterward.

13. *Indemnification*

We will indemnify your officials who are required by "Law" to give bonds for the faithful performance of their service against direct and immediate loss to "Money", "Securities" and "Property Other than Money and Securities" caused by an "Employee" under their supervision failing to faithfully perform his or her duties as prescribed by "Law".

14. *Inspection and Surveys*

MCIT shall have the right, but not the obligation, to at all reasonable times during the "Coverage Period":

- a. Make inspections and surveys of covered property;
- b. Give you reports on the conditions we find; and

- c. Recommend changes.

Any inspections, surveys, reports or recommendations relate only to the assessment of risk and contribution to be charged. MCIT does not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public.

And MCIT does not warrant that conditions:

- a. Are safe or healthful; or
- b. Comply with "Laws", regulations, codes or standards.

This condition applies not only to MCIT, but also to any rating, advisory, rate service or similar organization which makes inspections, surveys, reports or recommendations.

15. *Joint Member*

- a. If more than one "Member" is named in the "Declarations", the first named "Member" will act for itself and for every other "Member" for all purposes of this coverage. If the first named "Member" ceases to be covered, then the next named "Member" will become the first named "Member".
- b. If any "Member" named in the "Declarations", or a partner or officer of that "Member", has knowledge of any information relevant to this coverage, that knowledge is considered knowledge of every "Member" named in the "Declarations".
- c. An "Employee" of any "Member" named in the "Declarations" is considered to be an "Employee" of every "Member" named in the "Declarations".
- d. If this coverage or any part of it is cancelled or terminated as to any "Member", loss sustained by that "Member" is covered only if discovered no later than 60 days from the date of that cancellation or termination.

However, this extended period to discover loss terminates as to that "Member" immediately upon the effective date of any other similar coverage or insurance obtained by that "Member" that covers the loss in whole or in part.

- e. We will not pay more for loss sustained by more than one "Member" than the amount we would pay if all the loss had been sustained by one "Member".

16. *Legal Action Against MCIT*

- a. The MCIT Board of Directors has sole authority for resolving disputes regarding the coverage afforded under the "Coverage Document". Decisions of the MCIT Board which determine coverage, or are based upon, caused by, or arise out of coverage or a coverage determination, are final and binding on the "Member" and the MCIT Board. In circumstances where a "Suit" by a "Member" is not precluded by the above limitation, no legal action may be brought against the Minnesota Counties Intergovernmental Trust unless the action is brought within two (2) years

after the date on which the loss or the situation that may give rise to a loss is discovered.

- b. Any civil action taken against MCIT as may be permitted by Section (16) (a) must be venued in Ramsey County, Minnesota.

17. *Liberalization*

If any authorized endorsements or filed rules or regulations affecting this "Coverage Document" are revised by statute or otherwise so as to broaden the coverage without additional contribution, such extended or broadened coverage shall inure to the benefit of the "Member" hereunder, effective as of the date of the change.

18. *Limit of Coverage Non-Cumulation*

The Limit of Coverage does not cumulate from one "Coverage Period" to another, regardless of the number of years this "Coverage Document" remains in force or the contributions paid.

19. *Loss Coverage, Discovery Period and Extended Discovery Period*

We will pay only for losses sustained by you within the "Coverage Territory":

- a. As a result of acts committed or events occurring at any time and discovered by you during the "Coverage Period"; or
- b. Prior to the effective date of termination or cancellation of this coverage and discovered by you no later than 60 days from the date of that termination or cancellation. However, this extended loss discovery period terminates upon the effective date of any other similar coverage or insurance obtained by you that covers the loss in whole or in part.

Loss discovery occurs when you first become aware of facts which would cause a reasonable person to assume that a loss covered by this "Coverage Document" has been or will be incurred, even though the exact amount or details of loss may not then be known.

Loss discovery also occurs when you receive notice of an actual or potential claim against you involving a loss covered under this "Coverage Document".

20. *Member Responsibilities After Loss*

Upon discovery of a loss or a situation that may give rise to a loss under this "Coverage Document", the "Member" must:

- a. Notify MCIT as soon as the "Member" reasonably should have known of any loss of the type covered by this "Coverage Document", even if the loss may be less than the Deductible.
- b. Provide MCIT with a detailed statement of loss, under oath if requested, within 120 days.

- c. Cooperate with MCIT in investigating and settling any resulting claim and performing all other acts as required by this "Coverage Document".
21. *Other Coverage or Insurance*

If other coverage or insurance applies to the same loss or damage, we will pay only for the amount of the loss or damage covered by this "Coverage Document" that is in excess of the amount recoverable from the other coverage or insurance. However, we will not pay the amount of the loss that falls within any Deductible nor more than the applicable Limit of Coverage stated in the "Declarations" of this "Coverage Document".

22. *Property Ownership, Interests Covered and Exclusive Benefit*

The coverage provided by this "Coverage Document" applies exclusively to the interest of the "Member" in covered property:

- a. Owned by the "Member";
- b. Held in the "Member's" care, custody or control; or
- c. For which the "Member" is legally liable.

Except as required by "Law", this "Coverage Document" is for the exclusive benefit of the "Member" and, therefore, confers no rights or benefits to any person or organization other than the "Member".

23. *Records*

The "Member" must keep records of all "Money", "Securities" and "Property Other than Money and Securities" so MCIT can verify the amount of loss.

24. *Subrogation*

In the event of any payment under this "Coverage Document", MCIT shall be subrogated to the extent of such payment to all the "Member's" rights of recovery therefor against any person or organization and the "Member" shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The "Member" shall do nothing after loss to prejudice such rights. The "Member" must notify us or we must notify the "Member" promptly if either receives a recovery for a loss which we have paid.

25. *Recoveries*

- a. Any recoveries, less the cost of obtaining them, made after settlement of loss covered by this coverage will be distributed in the following order:
 - 1) You will be reimbursed for any loss you sustain in excess of the Limit of Coverage;
 - 2) We will be reimbursed for the settlement made;

- 3) You will be reimbursed for that part of the loss equal to any applicable Deductible.
- b. Recoveries do not include any recovery:
 - 1) From insurance, suretyship, reinsurance, security or indemnity taken for our benefit; or
 - 2) Of original "Securities" after duplicates of them have been issued.

26. *Transfer of Your Rights and Duties Under This Coverage Document*

Your rights and duties under this "Coverage Document" may not be transferred without our written consent.

27. *Valuation - Settlement*

- a. Subject to the applicable Limit of Coverage, we will pay for:
 - 1) Loss of "Money" but only up to and including its face value. We may, at our option, pay for loss of "Money" issued by any country other than the United States of America:
 - a) At face value in the "Money" issued by that country; or
 - b) In the United States of America dollar equivalent determined by the rate of exchange on the day the loss was discovered.
 - 2) Loss of "Securities" but only up to and including their value at the close of business on the day the loss was discovered. We may, at our option:
 - a) Pay the value of such "Securities" or replace them in kind, in which event you must assign to us all your rights, title and interest in and to those "Securities"; or
 - b) Pay the cost of any Lost Securities Bond required in connection with issuing duplicates of the "Securities". However, we will be liable only for the payment of so much of the cost of the bond as would be charged for a bond having a penalty not exceeding the lesser of the:
 - (1) Value of the "Securities" at the close of business on the day the loss was discovered; or
 - (2) Limit of Coverage.
 - 3) Loss of or damage to "Property Other than Money and Securities" or loss from damage to the "Premises" for not more than the:
 - a) Actual cash value of the property on the day the loss was discovered;
 - b) Cost of repairing the property or "Premises"; or

- c) Cost of replacing the property with property of like kind and quality.

We may, at our option, pay the actual cash value of the property or repair or replace it.

- b. We may, at our option, pay for loss of, or loss from damage to, property other than "Money":
 - 1) In the "Money" of the country in which the loss occurred; or
 - 2) In the United States of America dollar equivalent of the "Money" of the country in which the loss occurred determined by the rate of exchange on the day the loss was discovered.
- c. Any property that we pay for or replace becomes our property.

G. DEFINITIONS

- 1. "Coverage Document" means this Minnesota Counties Intergovernmental Trust Employee Dishonesty and Faithful Performance of Duty Coverage form, unless the context indicates otherwise.
- 2. "Coverage Period" means the time from 12:01 a.m. central standard time of the effective date to 12:01 a.m. central standard time of the expiration date shown in the "Declarations" of this "Coverage Document".
- 3. "Coverage Territory" means:
 - a. The United States of America, including its territories and possessions;
 - b. The Commonwealth of Puerto Rico;
 - c. The Virgin Islands;
 - d. The Canal Zone; and
 - e. Canada.
- 4. "Declarations" means the document which sets forth information that identifies the "Member", the types of coverage to be provided by MCIT, the amount of any Deductibles, effective date and expiration date of coverages, the Limits of Coverage of MCIT including any aggregate limit or any sublimit, and such other information and matters as determined by MCIT.
- 5. "Employee" means:

Any natural person:

 - a. In your service and for 30 days after termination of that service whom you compensate directly by salary, wages or commissions and whom you have the right to direct and control while performing services for you;

b. Furnished to you to:

- 1) Substitute for a permanent "Employee" on leave; or
- 2) Address staffing needs;

while that person is subject to your direction and control and performing services for you excluding, however, any such person while having care and custody of property outside the "Premises";

- c. Sitting on your governing board, commission or committee; or
- d. Serving as one of your elected or appointed officials.

But "Employee" does not mean any agent, broker, person leased to you by a labor leasing firm, unpaid intern, volunteer, factor, commission merchant, consignee, independent contractor or representative of the same general character.

6. "Employee Dishonesty" means only dishonest acts committed by an identified or unidentified "Employee" acting alone or in collusion with other persons, with the manifest intent to:
 - a. Cause you to sustain loss; and also
 - b. Obtain financial benefit (other than employee benefits earned in the normal course of employment, including: salaries, commissions, fees, bonuses, promotions, awards, profit sharing or pensions) for:
 - 1) The "Employee"; or
 - 2) Any person or organization intended by the "Employee" to receive that benefit.
7. "Law" means all governmental statutes, laws, ordinances, rules, regulations or other similar enactments having the force or effect of law and judicial or administrative interpretations thereof.
8. "Member" means the entity first named in the "Declarations".
9. "Money" means currency, coins and bank notes in current use and having a face value; bullion; negotiable instruments; and orders.
10. "Occurrence" means all loss up to the Limit of Coverage caused by each "Employee", whether the result of a single act or series of acts.
11. "Premises" means the interior of that portion of any building you occupy in conducting your business.
12. "Property Other than Money and Securities" means any tangible property other than "Money" and "Securities" that has intrinsic value but does not include any property listed by this "Coverage Document" as not being covered.

13. "Securities" means negotiable and nonnegotiable instruments representing either "Money" or other property and includes:

- a. Tokens, tickets, revenue and other stamps (whether represented by actual stamps or unused value in a meter) in current use; and
 - b. Evidences of debt issued in connection with credit or charge cards, which cards are not issued by you;
- but does not include "Money".

14. "Terms" means the conditions, definitions, exclusions, limitations and all other provisions included in or attached to this "Coverage Document".



Board of County Commissioners Agenda Request

Requested Meeting Date: January 6, 2026

3G
Agenda Item #

Title of Item: Annual Report Lake Minnewawa Lake Improvement District

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Information Only
---	---	--

Submitted by: David Minke	Department: Administration
Presenter (Name and Title): David Minke	Estimated Time Needed:

Summary of Issue:
Minnesota Statutes §103B.571 Subd. 4 requires that a Lake Improvement District prepare a report of the financial conditions of the district, the status of all projects in the district, the business transacted by the district, other matters affecting the interests of the district, and a discussion of the directors' intentions for the succeeding years.

Attached is the report from the Minnewawa Lake Improvement District.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$
Is this budgeted? Yes No

Please Explain:

RECEIVED

By David Minke at 3:40 pm, Dec 22, 2025

December 20, 2025

Commissioner J. Mark Wedel
Chair, Aitkin County Board
307 Second Street Northwest, Room 310
Aitkin, MN. 56431

Commissioner Wedel,

My name is Bruce Patterson. I am the current president of the Lake Minnewawa Lake Improvement District(LMLID). Under Minnesota statute 103B.571 our organization is required to submit an annual report to the various governmental agencies who may be affected through our board activities. This report shall include the financial condition of the district, local project status, and financial transactions conducted during the year.

Our primary recipient of funding continues to be the Lake Minnewawa Association(LMA). This volunteer group has accepted the responsibility to fund projects dedicated to the maintenance of the water quality in Lake Minnewawa. The LMA also promotes and supervises various community events. The LMA operates the weed harvester for its ongoing water quality program, the kids fishing event, AIS studies, loon nesting platforms, SCAP netting of walleye eggs, and working with the Minnesota DNR with fish stocking.

The LMA is going forward with the purchase of a new weed harvester. Aquarius Systems of Wisconsin has been chosen to build the harvester. The current machine was purchased in 2015, it has been sold to another lake association in northern Minnesota. At our annual meeting in August the district approved \$20,000 for the downpayment. The board also approved funding of approximately \$5000 for anticipated loan payments. Additional funding will be provided through public donations.

Our Lake Minnewawa Lake Improvement District continues to seek additional avenues for funding projects devoted to the maintenance and improvement of our Minnewawa water quality. Our goal is the responsible distribution of funding provided by our 523 district members.

Thank you for your time.

Attached please find our 2025 financial summary.

Respectfully submitted,
Bruce G. Patterson

2025 LMLID Financial Summary

as of

12/19/25

CK.#	Date	CK / Dep Desc.	CK Amt.	Deposit Amt.	YTD Ck. Bk. Bal.
	01/01/25	Starting Balance			\$ 8,773.61
	01/23/25	Aitkin County		\$ 674.35	
1209	05/16/25	LMA Operations	\$ 3,422.34		
1210	05/16/25	Voyageur Press	\$ 325.00		
1211	05/16/25	USPS - PO Box Rental	\$ 72.00		
	06/24/25	Aitkin County		\$ 20,311.26	
1212	07/18/25	Dora Potts - Website Hosting	\$ 236.99		
1213	07/18/25	LMA Operations (May-June)	\$ 3,877.82		
1214	07/18/25	LMA Operations (June-July)	\$ 4,452.41		
1215	08/23/25	LMA Operations (July-August)	\$ 4,598.68		
1216	08/23/25	LMA Operations (July-August)	\$ 1,931.13		
1217	08/23/25	Community Printing	\$ 417.59		
	08/29/25	Matured CD #9363		\$ 11,355.01	
	08/29/25	Matured CD #9364		\$ 11,085.85	
1218	10/17/25	LMA Harvester Fundraiser	\$ 10,000.00		
1219	10/17/25	LMA Operations (August)	\$ 2,758.82		
1220	10/17/25	LMA Operations (August)	\$ 4,573.00		
1221	10/17/25	LMA Operations (August)	\$ 1,530.22		
1223	10/17/25	LMA Operations (October)	\$ 2,231.49		
1222	10/17/25	LMA Operations (October)	\$ 3,545.59		
1224	10/17/25	Minnewawa Sportsmans Club	\$ 250.00		
	11/21/25	Aitkin County		\$ 13,472.72	
1225	12/19/25	US Liability Insurance Company	\$ 748.00		
1226	12/19/25	Dora Potts - Clerical	\$ 400.00		
		Current Balance	\$ 45,371.08	\$ 56,899.19	\$ 20,301.72

(Anticipated Aitkin County Deposits - Jan, Jun, Nov)

Aitkin County



3H

WLB1
12/23/25 11:55AM
1 General Fund

Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

Page 2

Vendor Name
No.

Amount

10789 Old National Bank (ELAN) 1,399.00

16 Transactions

1 Fund Total: 1,399.00 **General Fund** **1 Vendors** **16 Transactions**

WLB1
12/23/25 11:55AM
19 Long Lake Conservation Cer

Aitkin County

Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**



Page 3

Vendor <u>Name</u> <u>No.</u>	<u>Amount</u>			
10789 Old National Bank (ELAN)	60.50	1 Transactions		
19 Fund Total:	60.50	Long Lake Conservation Center	1 Vendors	1 Transactions
Final Total:	1,459.50	2 Vendors	17 Transactions	

WLB1
12/23/25 11:56AM
5 Health & Human Services

Aitkin County

Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**



Page 2

Vendor <u>No.</u>	Name	<u>Amount</u>		
10789	Old National Bank (ELAN)	789.91	2 Transactions	
5 Fund Total:		789.91	Health & Human Services	1 Vendors
Final Total:		789.91	1 Vendors	2 Transactions

Aitkin County

Recap by Fund	Fund	AMOUNT	Name
	1	1,399.00	General Fund
	19	60.50	Long Lake Conservation Center
All Funds		1,459.50	Total Approved by,

Aitkin County

Recap by Fund	Fund	AMOUNT	Name
	5	789.91	Health & Human Services
All Funds		789.91	Total Approved by,

Total Elan pd 12.4.25 = \$2249.41

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Print List in Order By: 1 1 - Fund (Page Break by Fund)
 2 - Department (Totals by Dept)
 3 - Vendor Number
 4 - Vendor Name

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: S D - Detailed Audit List
 S - Condensed Audit List

Save Report Options?: N

WLB1
12/23/25 2:05PM
3 Road & Bridge

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 2

Vendor <u>No.</u>	Name	<u>Amount</u>		
10316	CASPER CONSTRUCTION INC	3,464.06	2 Transactions	
9457	Marvin Treter, Inc	13,648.07	1 Transactions	
9741	REDSTONE CONSTRUCTION, LLC	39,701.66	1 Transactions	
10516	TNT Construction Group, LLC	3,544.24	6 Transactions	
3 Fund Total:		60,358.03	Road & Bridge	4 Vendors
Final Total:		60,358.03	4 Vendors	10 Transactions

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	Fund	AMOUNT	Name
	3	60,358.03	Road & Bridge
All Funds		60,358.03	Total Approved by,

Print List in Order By: 1 1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: S D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

WLB1
12/26/25 12:02PM
1 General Fund

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 2

Vendor <u>No.</u>	Name	<u>Amount</u>	
9562	Advanced Business Methods, Inc.	493.85	5 Transactions
88012	Aitkin Co Auditor	510.13	2 Transactions
90762	Aitkin Co License Center	21.25	1 Transactions
86222	Aitkin Independent Age	655.14	8 Transactions
9561	Amazon Business	1,119.10	18 Transactions
14563	Anoka County Corrections	1,076.98	1 Transactions
10365	Antoine Electric, Inc.	170.00	1 Transactions
9572	ArchKey Technologies	1,320.00	1 Transactions
9138	ASAP Towing	245.00	1 Transactions
10452	AT&T Mobility	49.97	1 Transactions
14578	AutoSmith	2,827.43	1 Transactions
783	Canon Financial Services, Inc	390.16	2 Transactions
5398	CDW Government, Inc	9,072.00	1 Transactions
15142	Christensen/Charles	182.90	2 Transactions
12780	CliftonLarsonAllen LLP	5,250.00	1 Transactions
9085	Climate Makers Inc	3,309.25	1 Transactions
999999000	COMMISSIONER OF TRANSPORTATION	24.30	1 Transactions
5893	CTC - 446126	310.00	1 Transactions
1333	Dell Marketing L.P.	2,579.62	2 Transactions

WLB1
12/26/25 12:02PM
1 General Fund

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 3

Vendor <u>No.</u>	Name	<u>Amount</u>	
999999000	Fisherman's Bay	14.60	1 Transactions
10773	FP Finance, LLC	263.95	1 Transactions
1775	Galls LLC	728.39	1 Transactions
9764	Gerber/Marcia Lynn	315.00	1 Transactions
2340	Hyttinen Hardware Hank	51.55	2 Transactions
88628	Imperial Dade	11,053.83	3 Transactions
4812	JC32 Teamsters H&W Fund	35,442.00	4 Transactions
10119	Kearney/Michael	313.60	1 Transactions
14832	Kulifaj / Stephen	182.90	2 Transactions
11990	Lange/David	175.90	2 Transactions
89433	Larson/Renee	455.00	1 Transactions
10121	Leiviska/Travis	166.30	2 Transactions
252	Lynn Peavey Company	582.36	1 Transactions
14071	Marco Technologies LLC	4,047.55	4 Transactions
3160	Mille Lacs Energy Coop-Albert Lea	207.21	1 Transactions
9692	Minnesota Energy Resources Corporation	2,567.29	1 Transactions
10948	MN Dept of Labor & Industry	75.00	1 Transactions
10853	Morris Electronics, Inc.	125.00	1 Transactions
13850	NORTHSTAR	213.59	1 Transactions
3336	Office Of MN. IT Services	1,338.65	1 Transactions

WLB1
12/26/25 12:02PM
1 General Fund

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 4

Vendor Name

<u>No.</u>	<u>Amount</u>	
3789	Pan-O-Gold Baking Company	87.14 1 Transactions
9808	Performance Foodservice	2,093.75 1 Transactions
3987	Ramsey County Medical Examiner	4,106.00 3 Transactions
4893	Sheriff Todd County	83.15 1 Transactions
10528	Skahl/Erik	197.75 1 Transactions
13424	Sonnee/Dennise J	196.70 2 Transactions
86235	The Office Shop Inc	491.22 7 Transactions
13934	The Tire Barn	863.28 1 Transactions
9894	Vault Health	347.74 3 Transactions
14558	Verizon Wireless-VCET	150.00 1 Transactions
3518	Voyageur Press Of Mcgregor, Inc	100.00 2 Transactions
999999000	West Central Jail Admin / Steve Gagnon	900.00 1 Transactions
9932	WEX BANK - Sheriff's Department	8,782.49 2 Transactions
9933	WEX BANK - Veteran Services	266.13 1 Transactions

1 Fund Total:

106,592.10

General Fund

53 Vendors

110 Transactions

WLB1
12/26/25 12:02PM
2 Reserves Fund

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 5

Vendor <u>No.</u>	Name	<u>Amount</u>	
88880	Datacomm Computers & Networks Inc	925.00	1 Transactions
9039	O'Neil/Travis	2,928.57	1 Transactions
9054	Palisade Event Committee	490.00	1 Transactions
2 Fund Total:		4,343.57	Reserves Fund
			3 Vendors
			3 Transactions

WLB1
12/26/25 12:02PM
3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 6

Vendor <u>No.</u>	Name	<u>Amount</u>	
90762	Aitkin Co License Center	991.50	46 Transactions
13911	BERT'S TRUCK EQUIPMENT OF MOORHEAD	790.00	1 Transactions
783	Canon Financial Services, Inc	192.60	1 Transactions
163	Charter Communications Holdings (R&B)	143.41	1 Transactions
14887	Cintas Corporation	22.94	2 Transactions
5893	CTC - 446126	350.00	1 Transactions
9541	DIEDERICH/AUSTIN	174.25	1 Transactions
13008	East Side Oil Companies, Inc	45.00	1 Transactions
7060	Federated Co-Ops Inc.	1,965.83	2 Transactions
7525	Hometown Bldg Supply	23.90	1 Transactions
10517	KARELS HARDWARE CO	42.99	1 Transactions
91187	Lake Country Power	317.67	5 Transactions
2831	Little Falls Machine Inc	1,192.44	1 Transactions
2941	M R Sign Co Inc	228.90	1 Transactions
15300	MCGREGOR ACE HARDWARE	7.89	1 Transactions
3160	Mille Lacs Energy Coop-Albert Lea	2,132.43	13 Transactions
10720	Nuss Truck Group Inc	17.21	1 Transactions
11900	Pomp's Tire Service, Inc	3,616.00	2 Transactions
9176	SPARKY'S TOOLS, LLC	9.99	1 Transactions

WLB1
12/26/25 12:02PM
3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 7

Vendor Name

<u>No.</u>	<u>Amount</u>	
8230 State Of Minnesota	60.00	1 Transactions
6097 Verizon Wireless	222.34	1 Transactions
4988 Viking Industrial Center	545.26	1 Transactions
3518 Voyageur Press Of Mcgregor, Inc	50.00	1 Transactions
9642 WEX BANK - Highway Dept	3,148.28	16 Transactions
9067 WOHLERS/CHRISTOPHER	210.00	1 Transactions
13848 WYATT'S TOWING & Recovery 24-7	1,600.00	2 Transactions

3 Fund Total: **18,100.83** **Road & Bridge** **26 Vendors** **106 Transactions**

WLB1
12/26/25 12:02PM
4 Unorganized Townships

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 8

Vendor <u>Name</u> <u>No.</u>	<u>Amount</u>		
176 City Of Palisade	9,938.90	5 Transactions	
4 Fund Total:	9,938.90	Unorganized Townships	1 Vendors
			5 Transactions

WLB1
12/26/25 12:02PM
5 Health & Human Services

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 9

Vendor Name

No.

Amount

9561 Amazon Business

71.96-

1 Transactions

5 Fund Total:

71.96-

Health & Human Services

1 Vendors

1 Transactions

WLB1
12/26/25
10 Trust

12:02PM

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 10

Vendor <u>No.</u>	Name	<u>Amount</u>	
9561	Amazon Business	102.93	2 Transactions
1430	Dotzler Power Equipment	198.26	1 Transactions
9622	Hill/Kinzer	200.00	1 Transactions
10412	O'Reilly Auto Parts	9.09	1 Transactions
13934	The Tire Barn	957.60	1 Transactions
15229	Thompson/Dennis J	26.64	1 Transactions
5173	Thomson Reuters-West Publishing	3,333.22	2 Transactions
5171	Willey's Marine Inc	71.90	1 Transactions
10 Fund Total:		4,899.64	

Trust

8 Vendors

10 Transactions

WLB1
12/26/25 12:02PM
11 Forest Development

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 11

Vendor <u>No.</u>	Name	<u>Amount</u>	
86022	Aitkin Co Health & Human Service	259,763.66	2 Transactions
2099	Harmon/Elizabeth	32.88	1 Transactions
3292	Minnesota Department Of Agriculture	45.00	3 Transactions
9742	Wolfe/David	118.65	1 Transactions
11 Fund Total:		259,960.19	Forest Development
			4 Vendors
			7 Transactions

WLB1
12/26/25 12:02PM
19 Long Lake Conservation Cer

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 12

Vendor <u>No.</u>	Name	<u>Amount</u>	
85003	Aitkin County DAC	155.26	1 Transactions
9114	Flanagan/Hope	500.00	1 Transactions
9101	Goldberg/Michael	500.00	1 Transactions
9078	Hautala/Beth Ann	500.00	1 Transactions
4968	Upper Lakes Foods, Inc	944.63	1 Transactions
19 Fund Total:		2,599.89	Long Lake Conservation Center
			5 Vendors
			5 Transactions

WLB1
12/26/25
21 Parks

12:02PM

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 13

Vendor <u>No.</u>	Name	<u>Amount</u>	
9006	Cass County Land Department	36,895.00	6 Transactions
10510	Over the Hills Gang ATV Club	7,041.00	1 Transactions
5128	Widseth Smith & Nolting Inc	1,035.00	1 Transactions
21 Fund Total:		44,971.00	Parks
			3 Vendors
			8 Transactions

WLB1
12/26/25 12:02PM
22 Coronavirus Relief Fund

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 14

Vendor <u>No.</u>	Name	<u>Amount</u>		
9085	Climate Makers Inc	2,766.67	1 Transactions	
22 Fund Total:		2,766.67	Coronavirus Relief Fund	1 Vendors
Final Total:		454,100.83	105 Vendors	256 Transactions

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	Fund	AMOUNT	Name
	1	106,592.10	General Fund
	2	4,343.57	Reserves Fund
	3	18,100.83	Road & Bridge
	4	9,938.90	Unorganized Townships
	5	-71.96	Health & Human Services
	10	4,899.64	Trust
	11	259,960.19	Forest Development
	19	2,599.89	Long Lake Conservation Center
	21	44,971.00	Parks
	22	2,766.67	Coronavirus Relief Fund
All Funds		454,100.83	Total
			Approved by,
		
		

Print List in Order By: 4 1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: S D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES**Vendor** Name

<u>No.</u>	<u>Amount</u>	
9562	Advanced Business Methods, Inc.	168.09 3 Transactions
88284	Aitkin Co Recorder	13.00 1 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	19.99 1 Transactions
9066	Arrowhead Econ Opp Agency Inc	20.00 1 Transactions
248	Association of Mn Counties	2,011.00 1 Transactions
9593	Boser/Alissa	1,567.80 1 Transactions
89523	Butterfield/Brenda	55.92 2 Transactions
10399	Cox/Lisa	71.56 1 Transactions
11051	Department of Human Services	25,873.06 12 Transactions
9383	Erickson/Joseph	5,284.00 60 Transactions
9271	Family Pathways	200.00 2 Transactions
9147	Fond du Lac On-Reservation Licensing	1,992.76 2 Transactions
9100	Frye/Duel	234.52 6 Transactions
2386	Information Systems Corp	5,908.00 3 Transactions
10526	Jarvela/Jennifer	94.72 2 Transactions
90182	Laboratory Corp Of America Holdings	44.00 1 Transactions
13920	LANE/TONI	105.00 1 Transactions
89104	Larson/Naomi	242.20 3 Transactions
9073	McMillen/Dez	180.25 4 Transactions
9692	Minnesota Energy Resources Corporation	2,754.18 3 Transactions
10363	NBS/WahlTek-Payment Processing Ctr	1,365.19 1 Transactions
9014	PAPER STORM	48.60 3 Transactions
9135	Peysar/Lois	543.89 4 Transactions
14744	PFF-Presbyterian Family Foundation, Inc	3,829.00 29 Transactions
10770	Pool/Jaime	93.65 2 Transactions
10116	Pratt/Sarah	109.44 3 Transactions
3950	Public Utilities	580.42 3 Transactions
9178	Ross/Amy	253.72 2 Transactions
13876	SCHOENROCK/ADAM	248.14 2 Transactions
15347	St Louis County - PHHS	2,146.76 2 Transactions
10698	Stericycle,Inc	92.88 4 Transactions
10530	The Therapist PLC	585.00 3 Transactions
9567	THOMPSON/ANESSA	165.95 2 Transactions
9268	VFW Post 1727, Roberts-Glad Post 1727	2,844.02 2 Transactions

Final Total**59,746.71****34 Vendors****172 Transactions**

Recap by Fund	Fund	AMOUNT	Name
	1	18.47	General Fund
	5	59,728.24	Health & Human Services
All Funds		59,746.71	Total Approved by,



Board of County Commissioners

Agenda Request

3L

Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Thomas Melton application to repurchase tax-forfeited property

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Dennis (DJ) Thompson	Department: Land	
Presenter (Name and Title):	Estimated Time Needed:	

Summary of Issue:

S 282.241 allows application to repurchase tax-forfeited property by an owner/heir/mortgagee/representative of heirs of a vested interest in the property at the time of forfeiture, have the privilege to make written application to the Aitkin County Board requesting to be allowed to repurchase this property.

Thomas Melton, owner at the time of forfeiture, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land:

Parcel #07-0-072202
S 600 ft of W 200 ft of SE NE Sec: 33 Twp: 46 Rge: 27

Property will revert to the owner at the time of forfeiture.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt resolution allowing repurchase of tax forfeited property.

Financial Impact:

Is there a cost associated with this request?

Yes

No

What is the total cost, with tax and shipping? \$

Is this budgeted?

Yes

No

Please Explain:

To the Honorable Board of County Commissioners of
AITKIN County, Minnesota.

I, the undersigned owner-mortgagee-heir-representative of heirs THOMAS C. MELTON, at the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows, to-wit:

PARCEL ID: 07-0-072202

S 600 FT OF W 200 FT OF SE NE. SEC 33, Twp 46, Rge 27

do hereby make application for the purchase of said parcel... of land from the State of Minnesota, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

I HAVE HAD TO DEAL WITH SOME HEALTH ISSUES.

(b) That the repurchase of said land by me will promote and best serve the public interest, because

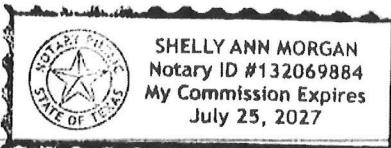
See Attached

Texas
State of Minnesota
County of Callahan

The foregoing instrument was acknowledged before me this 9 day of September, 2025 by
Shelly Ann Morgan
Notarial Seal

Thomas C. Melton 9-9-25
Owner-Mortgagee-Heir-Representative of Heirs

Shelly Ann Morgan
Signature of person taking acknowledgement



Liz A. Harmon

From: texastcm2@aol.com
Sent: Thursday, December 18, 2025 11:50 PM
To: Liz A. Harmon; tom tom
Subject: 12-18-25 Liz from Tom Re: Repurchase application

[NOTICE: This message originated outside of the Aitkin County Mail System -- **DO NOT CLICK** on links or open attachments unless you are sure the content is safe.]

Dear Liz,

This is my answer to the question you said I should answer.

A) full the repurchase of said land by me will promote and best seme the public interest, because This property has been in my Family for over 50 years and until recently the Taxes have been paid on this land each year each year in the past. Because of my health and financial problems I got behind, however I am sending the Taxes due. Thank You.

I do appreciate helping me.

Please let me know you received this.

Sincerely.

Tom

On Wednesday, December 17, 2025 at 02:42:17 PM CST, Liz A. Harmon <liz.harmon@aitkincountymn.gov> wrote:

The question I need filled in is at the bottom...

b) that the repurchase of said land by me will promote and best serve the public interest, because

Let me know if you have any questions. Thanks!

Liz Harmon

Aitkin County Land Department

Filed in my office this _____
day of _____, 19 _____

County Auditor

Resolution authorizing repurchase adopted
this _____ day of _____, 19 _____

County Auditor

Repurchase made this _____ day of
_____, 19 _____.

County Auditor

Certificate of purchase forwarded to
Commissioner of Taxation this _____ day of
_____, 19 _____.

County Auditor

Transfer entered on

May 3	2006
Karl Bejoc	
County Auditor	
by Judith Bloomberg	
Deputy	

373777

FILED MAY 03 '06 AT 21 M

Diane M. Lafferty, County Recorder

STATE OF TEXAS
COUNTY OF CALLAHAN

NAME OF DECEDENT

Cheryl A. Trenary a/k/a Cheryl Ann Trenary

I, Thomas C. Melton, PO Box 729, Cross Plains, TX 76443 being first duly sworn, on oath state from personal knowledge:

That the above named decedent is the person named in the certified copy of Certificate of Death attached hereto and made a part hereof.

That the name of the survivor is Thomas C. Melton.

That said decedent on date of death was an owner as a joint tenant of the land legally described as follows:

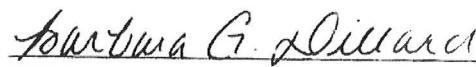
- That part of the Southeast Quarter of the Northeast Quarter (SE 1/4 of NE 1/4) and Government Lot Four (4) of Section Thirty-three (33), Township Forty-six (46), Range Twenty-seven (27), described as follows: The South 600 feet of the West 200 feet of said SE 1/4 of NE 1/4 and that part of Government Lot 4 lying West and North of the following described line: Beginning at the point on the North line of said Government Lot 4 which is 200 feet East of the Northwest corner of the NE 1/4 of SE 1/4 of Section 33; thence southerly 200 feet parallel with the West line of the said NE 1/4 of SE 1/4 of Section 33; thence westerly to the shore of Farm Island Lake along a line parallel with the North line of said NE 1/4 of SE 1/4 of Section 33 and said line extended West to the shore of Farm Island Lake, together with a right of way for ingress and egress along the existing road across the foregoing described exception in said Government Lot 4, and a right of ingress and egress along the existing roads to the dock area of Farm Island Lake, and to the shore area of Apple Lake.

as shown by instrument recorded as Document No. 330295 in the office of the County Recorder of Aitkin County, Minnesota.



SIGNATURE OF AFFIANT

Subscribed and sworn to before me this 18th day of April, 2006.

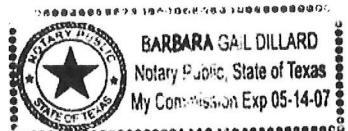


SIGNATURE OF NOTARY PUBLIC

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS)

Jeffrey J. Haberkorn
Haberkorn Law Offices, Ltd.
Attorneys at Law
122 2nd St. NW
Aitkin, MN 56431
(218) 927-6913

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)



TAX STATEMENTS FOR THE REAL PROPERTY IN THIS INSTRUMENT SHOULD BE SENT TO:

Thomas C. Melton
PO Box 729
Cross Plains, TX 76443

Owner Name(s)	Thomas Melton	Repurchase Amount	\$ 376.70
Parcel Number(s):	07-0-072202	State Deed(s)	\$ 25.00
Number of Parcels	1	Forfeiture Process Cost	\$ 100.00
Property Classification:	non-homestead	Recording	\$ 46.00
Forfeiture date:	8/15/2025	Deed tax ** 0.33%	\$ 1.65
Calculated to:	12/31/2025	Well Certificate	\$ -
		Sheriff Cost	\$ 40.00
		Land Department Cost	\$ 200.00
		Court Letter Fee-Auditor	\$ 6.90
		Insurance	\$ -
		Repurchase Cost	\$ 796.25

	TC	RM	SC	Interest						
				Special Assessments	Tax & Specials	Penalty *	Fees	Subtotal	As of 12/31/2025	Total
Parcel #1										
	2025			112.00	112.00	14.00		126.00		126.00
	2024			82.00	82.00	10.25		92.25	7.38	99.63
	2023			-	-	-		-		-
	2022			16.15	16.15	2.02		18.17	4.72	22.89
	2021			66.00	66.00	8.25	20.00	94.25	33.93	128.18
	2020			-	-	-		-		-
	2019			-	-	-		-		-
	2018			-	-	-		-		-
	Total			276.15	276.15	34.52	20.00	330.67	46.03	376.70
Parcel #2										
	2025			-	-	-		-		-
	2024			-	-	-		-		-
	2023			-	-	-		-		-
	2022			-	-	-		-		-
	2021			-	-	-		-		-
	2020			-	-	-		-		-
	2019			-	-	-		-		-
	2018			-	-	-		-		-
	Total			-	-	-		-		-
Parcel #3										
	2025			-	-	-		-		-
	2024			-	-	-		-		-
	2023			-	-	-		-		-
	2022			-	-	-		-		-
	2021			-	-	-		-		-
	2020			-	-	-		-		-
	2019			-	-	-		-		-
	2018			-	-	-		-		-
	Total			-	-	-		-		-



Member FDIC

REMITTER: THOMAS MELTON
CISCO 210 MM

CASHIER'S CHECK

No.

December 24, 2025

PAY TO THE ORDER OF: AITKIN COUNTY

\$796.25

**** SEVEN HUNDRED NINETY SIX AND 25/100****

DOLLARS

TWO SIGNATURES REQUIRED

Malyn Melton
AUTHORIZED SIGNATURE

S. R.
AUTHORIZED SIGNATURE

NOTICE TO CUSTOMERS
THE PURCHASE OF AN INDEMNITY BOND WILL BE REQUIRED
BEFORE THIS CHECK WILL BE REPLACED OR REFUNDED IN
THE EVENT IT IS LOST, MISPLACED OR STOLEN

11 11 5 11

Resolution #20260106-xxx Thomas Melton Repurchase

WHEREAS, Thomas Melton was the owner at the time of forfeiture. (Applicant)

WHEREAS, the Applicant has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Parcel #07-0-072202
S 600 ft of W 200 ft of SE NE Sec: 33 Twp: 46 Rge: 27

WHEREAS, said Applicant has set forth in their application that:

- A. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit: I have had to deal with some health issues.
- B. That the repurchase of said land by me will promote and best serve the public interest because: Repurchase of said land by me will promote and best serve the public interest because this property has been in my family for over 50 years and until recently the taxes have been paid on this land each year in the past. Because of my health and financial problems, I got behind however I am sending the taxes due.

WHEREAS, the Applicant has made payment of all delinquent taxes of properties.

WHEREAS, this board is of the opinion that said application should be granted for such reasons.

NOW, THEREFORE BE IT RESOLVED, that the application of Thomas Melton for the purchase of the above-described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Adopted this 6th Day of January, 2026 By The Aitkin County Board of Commissioners.

Attest:

J. Mark Wedel
County Board Chair

David J. Minke, County Administrator
Clerk to the County Board

STATE OF MINNESOTA}
COUNTY OF AITKIN}

Print List in Order By: 1 1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: S D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

WLB1
12/30/25 1:53PM
1 General Fund

Aitkin County

Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**



Page 2

Vendor <u>Name</u> <u>No.</u>	<u>Amount</u>		
10785 Old National Bank	5,732.24	10 Transactions	
1 Fund Total:	5,732.24	General Fund	1 Vendors
			10 Transactions

WLB1
12/30/25 1:53PM
13 Taxes & Penalties

Aitkin County

Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**



Page 3

Vendor <u>No.</u>	Name	<u>Amount</u>	Taxes & Penalties	1 Vendors	1 Transactions
10785	Old National Bank	76.16			1 Transactions
13 Fund Total:		76.16			
Final Total:		5,808.40		2 Vendors	11 Transactions

Aitkin County

Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**



Page 4

Recap by Fund	Fund	AMOUNT	Name
	1	5,732.24	General Fund
	13	76.16	Taxes & Penalties
All Funds		5,808.40	Total Approved by,

Print List in Order By: 1 1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: S D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

WLB1
12/30/25 12:02PM
1 General Fund

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 2

Vendor <u>No.</u>	Name	<u>Amount</u>		
111	Aitkin Co Soil & Water	129,165.50	2 Transactions	
117	Aitkin County Sheriff	20,000.00	1 Transactions	
7525	Hometown Bldg Supply	824.44	1 Transactions	
1 Fund Total:		149,989.94	General Fund	3 Vendors
Final Total:		149,989.94	3 Vendors	4 Transactions

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	Fund	AMOUNT	Name
	1	149,989.94	General Fund
All Funds		149,989.94	Total Approved by,



Board of County Commissioners Agenda Request

Requested Meeting Date: 1/6/2026

30

Agenda Item #

Title of Item: Approve Pay Equity Report

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
---	--	---

Submitted by: Bobbie Danielson	Department: HR Dept.
Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: N/A Consent Agenda

Summary of Issue:
Every three years, the County is required to submit a Pay Equity Report to the State of Minnesota. This report demonstrates the County's compliance with Minnesota's Pay Equity Act by analyzing whether employees are paid equitably for comparable work across job classes, regardless of gender. The purpose of the report is to identify and address any wage disparities, promote fairness and transparency in compensation practices, and ensure public employers uphold the state's commitment to equal pay for work of equal value. Please see attached.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve the pay equity report as presented and to authorize the Board Chair to sign.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ _____
Is this budgeted? Yes No

Please Explain:

Job Class Data Entry Verification List

Case: 2025 Data to Co Board 1-2026

Aitkin County

LGID: 1520

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pa
1	COOK-SHERIFF	0	3	0	F	875	2840.00	4553.10	16.00	7.00	
2	PT COOK HOUSEKEEPER	0	1	0	F	875	2840.00	3366.00	8.00	0.00	
3	CUSTODIAN, FULL TIME	3	0	0	M	1125	3193.00	5042.10	16.00	9.00	
4	LLCC HOUSEKEEPER	0	1	0	F	1125	3193.00	4449.10	8.00	0.00	
8	OFFICE ASSISTANT II (AKA OFFIC	0	2	0	F	1375	3546.00	5531.10	16.00	1.00	
9	OFFICE SUPPORT SPECIALIST	0	3	0	F	1375	3546.00	5531.10	16.00	4.00	
5	CUSTODIAN/MAINTENANCE TECHNICI	1	0	0	M	1625	3546.00	5531.10	16.00	3.00	
6	FOOD SERVICE COORDINATOR	1	0	0	M	1625	3546.00	5531.10	16.00	5.00	
7	LICENSE TECHNICIAN	1	1	0	B	1625	3546.00	5531.10	16.00	1.00	
10	ACCOUNTING TECHNICIAN	0	2	0	F	1875	3899.00	6021.10	16.00	20.00	
11	ASSESSMENT TECHNICIAN	0	1	0	F	1875	3899.00	6021.10	16.00	28.00	
12	CASE AIDE	0	7	0	F	1875	3899.00	6021.10	16.00	20.00	
14	COMMUNITY CORRECTIONS OFFICE A	0	1	0	F	1875	3899.00	6021.10	16.00	0.00	
15	CONFIDENTIAL SECRETARY	0	2	0	F	1875	3899.00	6021.10	16.00	5.00	
16	DEPUTY RECORDER	0	2	0	F	1875	3899.00	6021.10	16.00	1.00	
17	DEPUTY TREASURER	0	1	0	F	1875	3899.00	6021.10	16.00	2.00	
18	FAMILY BASED SERVICES PROVIDER	0	1	0	F	1875	3899.00	6021.10	16.00	20.00	
19	LLCC UTILITY MAINTENANCE CUSTO	1	0	0	M	1875	3899.00	5291.10	16.00	3.00	
20	PARKS TECHNICIAN	1	0	0	M	1875	3899.00	6021.10	16.00	4.00	
21	RECORDS TECHNICIAN	0	2	0	F	1875	3899.00	6021.10	16.00	27.00	
22	SEASONAL NATURALIST III	2	0	0	M	1875	3899.00	4629.00	9.00	0.00	
23	UTILITY MAINTENANCE CUSTODIAN	1	0	0	M	1875	3899.00	6021.10	16.00	3.00	
24	ADMINISTRATIVE ASSISTANT	0	1	0	F	2125	4252.00	6510.10	16.00	2.00	
25	CERTIFIED APPRAISER	0	2	0	F	2125	4252.00	6510.10	16.00	1.00	
26	CHILD SUPPORT SPECIALIST (CHIL	0	1	0	F	2125	4252.00	6510.10	16.00	0.00	
27	CORRECTIONAL OFFICER, FT	9	5	0	B	2125	4252.00	7123.00	16.00	15.00	
28	CORRECTIONAL OFFICER, PT	1	1	0	B	2125	4252.00	5848.00	16.00	0.00	
29	DISPATCHER/JAILER	3	4	0	B	2125	4252.00	7123.00	16.00	9.00	
30	ELECTION SUPPORT SPECIALIST/AC	0	1	0	F	2125	4252.00	6510.10	16.00	2.00	
31	ELIGIBILITY WORKER (AKA FINANC	0	10	0	F	2125	4252.00	6510.10	16.00	27.00	

Job Class Data Entry Verification List

Case: 2025 Data to Co Board 1-2026

Aitkin County

LGID: 1520

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pa
32	EQUIPMENT OPERATOR	16	0	0	M	2125	4252.00	7053.00	16.00	29.00	
33	HHS ADMINISTRATIVE ASSISTANT	0	1	0	F	2125	4252.00	6510.10	16.00	4.00	
34	LAND SURVEY AND MAPPING TECHNI	1	0	0	M	2125	4252.00	6510.10	16.00	5.00	
35	LEGAL ASSISTANT	0	3	0	F	2125	4252.00	6510.10	16.00	5.00	
36	NATURALIST FT	0	2	0	F	2125	4252.00	5712.10	9.00	4.00	
37	NATURALIST PT (NOT REQUIRED TO	0	1	0	F	2125	4252.00	5050.00	9.00	4.00	
38	OFFICE ASSISTANT IV - HIGHWAY	0	1	0	F	2125	4252.00	6510.10	16.00	11.00	
39	OFFICE ASSISTANT V	0	2	0	F	2125	4252.00	6510.10	16.00	7.00	
40	OFFICE ASSISTANT V (FORMERLY D	0	2	0	F	2125	4252.00	6510.10	16.00	4.00	
41	VCET ADMINISTRATIVE ASSISTANT	0	1	0	F	2125	4252.00	6510.10	16.00	3.00	
42	ZONING OFFICER IN TRAINING	2	0		M	2125	4252.00	6510.10	16.00	0.00	
113	MECHANIC	1	0		M	2125	4252.00	7053.00	16.00	3.00	
114	EVIDENCE BASED COORDINATOR	0	1		F	2375	4604.00	6999.00	16.00	1.00	
115	SR. LAND SURVEY & MAPPING TECH	1	0		M	2375	4604.00	6999.00	16.00	2.00	
43	CERTIFIED APPRAISER, SR.	2	2	0	B	2375	4604.00	6999.10	16.00	18.00	
44	CHIEF DEPUTY RECORDER, PT	0	1	0	F	2375	4604.00	6337.00	16.00	0.00	
45	CHIEF DEPUTY TREASURER	0	1	0	F	2375	4604.00	6999.10	16.00	3.00	
46	CHIEF MECHANIC	1	0		M	2375	4604.00	7542.00	16.00	1.00	
47	CHILD SUPPORT OFFICER	0	2	0	F	2375	4604.00	6999.10	16.00	11.00	
48	CRIME VICTIM COORDINATOR	0	1	0	F	2375	4604.00	6999.10	16.00	8.00	
49	HUMAN RESOURCES SPECIALIST	0	1	0	F	2375	4604.00	6999.10	16.00	15.00	
50	PARALEGAL	0	1	0	F	2375	4604.00	6999.10	16.00	1.00	
51	PAYROLL TECHNICIAN	0	1	0	F	2375	4604.00	6999.10	16.00	9.00	
52	PT ASSISTANT VETERANS SERVICES	1	0	0	M	2375	4604.00	6337.00	16.00	9.00	
53	RECREATION SPECIALIST	1	0	0	M	2375	4604.00	6999.10	16.00	9.00	
54	SECURITY/TRANSPORT DEPUTY SHER	2	0	0	M	2375	4604.00	6337.00	16.00	1.00	
55	ZONING OFFICER	2	0	0	M	2375	4604.00	6999.10	16.00	3.00	
56	FORESTER	4	0	0	M	2750	4955.00	7488.10	16.00	8.00	
60	NETWORK APPLICATION SUPPORT SP	2	0	0	M	2750	4955.00	7488.10	16.00	11.00	
58	JAIL SERGEANT	1	1	0	B	2750	4955.00	8101.00	16.00	7.00	
59	LICENSE SUPERVISOR	0	1	0	F	3000	4955.00	7488.10	16.00	2.00	
57	JAIL PROGRAM COORDINATOR	1	0	0	M	3000	4955.00	7488.10	16.00	14.00	

Job Class Data Entry Verification List

Case: 2025 Data to Co Board 1-2026

Aitkin County

LGID: 1520

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pa
61	DEPUTY SHERIFF	13	2	0	M	3250	5308.00	7977.10	16.00	19.00	
62	OFFICE MANAGER / LEAD PARALEGA	0	1	0	F	3250	5308.00	7977.10	16.00	1.00	
63	SENIOR FORESTER	1	0	0	M	3250	5308.00	7977.10	16.00	6.00	
64	SR. ENGINEERING TECHNICIAN	5	0		M	3250	5308.00	8520.00	16.00	17.00	
68	COMMUNITY HEALTH SPECIALIST	0	1	0	F	3625	5661.00	8466.10	16.00	9.00	
69	COMPLIANCE OFFICER / WETLAND S	1	0	0	M	3625	5661.00	8466.10	16.00	3.00	
70	CORRECTIONS AGENT	4	2	0	B	3625	5661.00	8466.10	16.00	8.00	
71	DISPATCH SUPERVISOR/ CO. PROGR	0	1	0	F	3625	5661.00	8466.10	16.00	10.00	
77	RIGHT OF WAY / PERMITTING SPEC	1	0	0	M	3625	5661.00	8466.10	16.00	1.00	
78	SOCIAL WORKER	4	15	0	F	3625	5661.00	8466.10	16.00	21.00	
79	VETERANS SERVICES OFFICER	0	1	0	F	3625	5661.00	8466.10	16.00	18.00	
73	GIS COORDINATOR	1	0	0	M	3625	5661.00	8466.10	16.00	28.00	
74	HEALTH EDUCATOR	0	1	0	F	3625	5661.00	8466.10	16.00	24.00	
75	INVESTIGATOR	1	0	0	M	3875	5661.00	8466.10	16.00	0.00	
76	INVESTIGATOR/PATROL SERGEANT	2	1	0	B	3875	5661.00	8466.10	16.00	8.00	
72	EDUCATION MANAGER	0	1	0	F	3875	5661.00	7395.10	9.00	4.00	
65	ACCOUNTANT	0	1	0	F	3875	5661.00	8466.10	16.00	5.00	
66	ASSISTANT COUNTY ASSESSOR	0	1	0	F	3875	5661.00	8466.10	16.00	8.00	
67	ASSISTANT MAINTENANCE SUPERVIS	1	0	0	M	3875	5661.00	8466.10	16.00	7.00	
80	ACCOUNTANT / OFFICE MANAGER	0	1	0	F	4125	6014.00	8955.10	16.00	15.00	
81	ASSISTANT JAIL ADMINISTRATOR	0	1	0	F	4125	6014.00	8955.10	16.00	2.00	
82	ASSISTANT ZONING ADMINISTRATOR	1	0	0	M	4125	6014.00	8955.10	16.00	3.00	
83	CHILD SUPPORT SUPERVISOR	0	1	0	F	4125	6014.00	8955.10	16.00	6.00	
84	ECONOMIC DEVELOPMENT COORDINAT	1	0		M	4125	6014.00	8955.10	16.00	4.00	
85	FACILITIES COORDINATOR	1	0	0	M	4125	6014.00	8955.10	16.00	6.00	
86	FINANCIAL ASSISTANCE SUPERVISO	0	1	0	F	4125	6014.00	8955.10	16.00	10.00	
87	FISCAL SUPERVISOR I	0	1	0	F	4125	6014.00	8955.10	16.00	8.00	
88	JAIL NURSE	0	1	0	F	4125	6014.00	8955.10	16.00	1.00	
89	MAINTENANCE SUPERVISOR (HWY)	1	0	0	M	4125	6014.00	8955.10	16.00	8.00	
90	NETWORK ADMINISTRATOR	2	0	0	M	4125	6014.00	8955.10	16.00	8.00	
91	PUBLIC HEALTH NURSE	0	5	0	F	4125	6014.00	8955.10	16.00	28.00	

Job Class Data Entry Verification List

Case: 2025 Data to Co Board 1-2026

Aitkin County

LGID: 1520

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pa
93	COUNTY SURVEYOR	1	0	0	M	4667	6720.00	9933.10	16.00	8.00	
94	LLCC MANAGER	1	0	0	M	4667	6720.00	9933.10	16.00	4.00	
92	ASSISTANT COUNTY ATTORNEY I	1	0	0	M	5000	6720.00	9933.10	16.00	1.00	
95	PUBLIC HEALTH SUPERVISOR	0	1	0	F	5167	7073.00	10423.10	16.00	11.00	
96	SOCIAL SERVICES SUPERVISOR	0	3	0	F	5167	7073.00	10423.10	16.00	10.00	
97	ASSISTANT COUNTY ATTORNEY II	1	0	0	M	5667	7425.00	10912.10	16.00	3.00	
98	ASSISTANT COUNTY ENGINEER	1	0	0	M	5667	7425.00	10912.10	16.00	24.00	
99	COMMUNITY CORRECTIONS DIRECTOR	0	1	0	F	5667	7425.00	10912.10	16.00	8.00	
100	COUNTY ASSESSOR	1	0	0	M	5667	7425.00	10912.10	16.00	17.00	
101	ENVIRONMENTAL SERVICES DIRECTOR	1	0	0	M	5667	7425.00	10912.10	16.00	4.00	
102	HUMAN RESOURCES DIRECTOR	0	1	0	F	5667	7425.00	10912.10	16.00	15.00	
103	IT MANAGER	1	0	0	M	5667	7425.00	10912.10	16.00	5.00	
104	JAIL ADMINISTRATOR	0	1	0	F	5667	7425.00	10912.10	16.00	10.00	
105	LAND COMMISSIONER	1	0	0	M	5667	7425.00	10912.10	16.00	3.00	
106	UNDERSHERIFF	0	1	0	F	6000	7778.00	11401.10	16.00	6.00	
107	ASSISTANT COUNTY ATTORNEY III	0	1	0	F	6333	8131.00	11890.10	16.00	0.00	
108	COUNTY AUDITOR	0	1	0	F	6333	8131.00	11890.10	16.00	0.00	
109	HEALTH & HUMAN SERVICES DIRECT	0	1	0	F	7250	8836.00	12868.10	16.00	3.00	
110	SR. ASSISTANT COUNTY ATTORNEY	0	1	0	F	7667	8836.00	12868.10	16.00	32.00	
111	COUNTY ENGINEER	1	0	0	M	8333	9542.00	13846.10	16.00	25.00	
112	COUNTY ADMINISTRATOR	1	0	0	M	9250	9894.00	14336.10	16.00	0.00	

Job Number Count: 114

Compliance Report

Jurisdiction: Aitkin County
 Government Center
 307 2nd Street NW, Room 312
 Aitkin, MN 56431

Report Year: 2026
 Case: 1 - 2025 Data to Co Board 1-
 2026 (Private (Jur Only))

Contact: Bobbie Danielson

Phone: (218) 927-7277

E-Mail: bobbie.danielson@aitkincountymn.gov

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	44	62	8	114
# Employees	88	117	40	245
Avg. Max Monthly Pay per employee	7828.70	7465.40		7571.89

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = **84.54545 ***

	Male Classes	Female Classes
a. # At or above Predicted Pay	17	17
b. # Below Predicted Pay	27	45
c. TOTAL	44	62
d. % Below Predicted Pay (b divided by c = d)	61.36	72.58

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 203	Value of T = 2.330
-------------------------------	--------------------

- a. Avg. diff. in pay from predicted pay for male jobs = 22
- b. Avg. diff. in pay from predicted pay for female jobs = -85

III. SALARY RANGE TEST = **102.84** (Result is A divided by B)

- A. Avg. # of years to max salary for male jobs = 15.84
- B. Avg. # of years to max salary for female jobs = 15.40

IV. EXCEPTIONAL SERVICE PAY TEST = **0.00** (Result is B divided by A)

- A. % of male classes receiving ESP = 0.00 *

- B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Pay Equity Implementation Report

Part A: Jurisdiction Identification

Jurisdiction: Aitkin County

Government Center

307 2nd Street NW, Room 312

Aitkin, MN 56431

Jurisdiction Type: County

Contact: Bobbie Danielson

Phone: (218) 927-7277

E-Mail: bobbie.danielson@aitkincounty.mn.gov

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system was used: Consultant

Description:

Decision-Band Method of job evaluation.
AJGallagher
"Same as last year."

3. An official notice has been posted at:

Aitkin County Government Center (HR
Bulletin Board)

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Aitkin County Board of Commissioners

(governing body)

J. Mark Wedel

(chief elected official)

Board Chair

(title)

Part C: Total Payroll

\$ Pending at time of agenda deadline.
[X] is the annual payroll for the calendar year just ended December 31.

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted:

*TBD after 1/6/26
Bd. Mtg.*



Board of County Commissioners Agenda Request

Requested Meeting Date: January 6, 2026

4A
Agenda Item #

Title of Item: Talon Metals Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Information Only
Submitted by: David Minke	Department: Administration	
Presenter (Name and Title): Jessica Johnson, VP External Affairs - Talon Metals	Estimated Time Needed: 20 minutes	
Summary of Issue: Jessica Johnson will be providing updates on Talon Metals' latest news.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Information Only.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Please Explain:		



TSX:TLO : OTC:TLOFF



Creating a Multi-Asset U.S. Nickel-Copper Company

**Uniting Lundin Mining's Eagle Mine and Humboldt Mill with Talon's
Tamarack Nickel-Copper Project, Beulah Minerals Processing Facility
and Michigan and Minnesota exploration assets in direct response to
the need for U.S. critical minerals**

December 18, 2025

Conditions of Presentation and QP



This presentation has been prepared by Talon Metals Corp. (together with its affiliates, "Talon" or the "Company") and is being delivered for informational purposes only. The information contained herein may be subject to updating, completion, revision, verification and further amendment. Except as may be required by applicable securities laws, Talon disclaims any intent or obligation to update any information herein, whether as a result of new information, future events or results or otherwise. Neither Talon nor any of its shareholders, directors, officers, agents, employees or advisers take any responsibility for, or will accept any liability whether direct or indirect, express or implied, contractual, tortious, statutory or otherwise, in respect of the accuracy or completeness of the information or for any errors, omissions or misstatements or for any loss, howsoever arising from the use of this presentation.

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Dr. Etienne Dinel, Vice President, Geology of Talon, is a Qualified Person within the meaning of NI 43-101. Dr. Dinel is satisfied that the analytical and testing procedures used are standard industry operating procedures and methodologies, and he has reviewed, approved and verified the technical information in this presentation, including sampling, analytical and test data underlying the technical information.

Forward-Looking Information

This presentation contains certain “forward-looking statements”. All statements, other than statements of historical fact that address activities, events or developments that Talon believes, expects or anticipates will or may occur in the future are forward-looking statements. These forward-looking statements reflect the current expectations or beliefs of Talon based on information currently available to Talon. Such forward-looking statements include, among other things, statements relating to the Transaction and Concurrent Private Placement, including the impact and anticipated benefits of the Transaction; the anticipated timing of the completion of the Transaction and the Concurrent Private Placement; changes to the Talon Board; implementing the Consolidation and the effective date thereof; the pro-forma capitalization; the receipt of grant money and the timing thereof from the Department of Energy, the Defense Logistics Agency and the Department of Defense; future exploration work, the Company’s expectations with respect to its financial resources (sources and uses), objectives and plans and the timing associated therewith.

Forward-looking statements are subject to significant risks and uncertainties and other factors that could cause the actual results to differ materially from those discussed in the forward-looking statements, and even if such actual results are realized or substantially realized, there can be no assurance that they will have the expected consequences to, or effects on Talon.

Factors that could cause actual results or events to differ materially from current expectations include, but are not limited to: changes in commodity prices, including nickel; changes to US Department of Energy, Defense Logistics Agency and Department of Defense grant funding; negative metallurgical results; changes in interest rates; COVID-19; the wars in Ukraine and Israel and other civil unrest; tariffs and trade restrictions; risks inherent in exploration results, timing and success, including the failure to identify mineral resources or mineral reserves; the uncertainties involved in interpreting geophysical surveys (including DHEM, MMR, Surface EM, RIM), drilling results and other geological data; inaccurate geological and metallurgical assumptions (including with respect to the size, grade and recoverability of mineral reserves and mineral resources); uncertainties relating to the financing needed to further explore and develop the Tamarack Nickel Project or to put a mine into production; the costs of commencing production varying significantly from estimates; unexpected geological conditions; changes in power prices; unanticipated operational difficulties (including failure of plant, equipment or processes to operate in accordance with specifications, cost escalation, unavailability of materials, equipment and third-party contractors, inability to obtain or delays in receiving government or regulatory approvals, industrial disturbances or other job action, and unanticipated events related to health, safety and environmental matters); political risk, social unrest, and changes in general economic conditions or conditions in the financial markets.

Any forward-looking statement speaks only as of the date on which it is made and, except as may be required by applicable securities laws, Talon disclaims any intent or obligation to update any forward-looking statement, whether as a result of new information, future events or results or otherwise. Although Talon believes that the assumptions inherent in the forward-looking statements are reasonable, forward-looking statements are not guarantees of future performance and accordingly undue reliance should not be put on such statements due to the inherent uncertainty therein.

Talon Metals to Acquire Lundin Mining's Eagle Mine & Humboldt Mill

Creating a Multi-Asset U.S. Nickel-Copper Company

Immediate Transition to Cash-Flowing Operations

Post-closing, Talon transitions from a single-asset developer to a producing U.S. nickel-copper company through the Eagle Mine and Humboldt Mill, providing operating cash flow and technical depth.

De-Risked Operating Platform

Eagle's decade-long record of safe, efficient, and environmentally responsible operations materially reduces execution risk and provides a proven operating template for future asset development.

Execution Support for Tamarack and BMPF

The Tamarack Nickel-Copper Project and planned BMPF benefit from direct integration with an experienced operating team that has successfully designed, built, permitted, and operated a modern underground mine and concentrator.

Embedded Growth and Optionality

Large, consolidated land packages in Michigan and Minnesota offer multiple future development pathways, enabling disciplined, capital-efficient growth beyond Eagle and supporting a scalable U.S. nickel-copper portfolio.



Eagle Mine
lundin mining



TALON
METALS CORP



*Eagle Mine, Tamarack Core shed and Tamarack
Environmental Monitoring*

Key Terms of Transaction

Acquisition of Eagle Mine & Humboldt Mill



Transaction	<ul style="list-style-type: none">Talon Metals (USA) Inc., a subsidiary of Talon, will acquire all the issued and outstanding shares of Lundin Mining US Ltd., a subsidiary of Lundin Mining, that owns 100% of the Eagle Mine and Humboldt Mill
Consideration	<ul style="list-style-type: none">Talon will issue 275,152,232 common shares to Lundin Mining, representing 18.73% of Talon on a non-diluted basis (after the concurrent Private Placement by the Lundin Family Trust)Grant of a production payment royalty on ore from sources other than the Eagle Mine that is processed through the Humboldt Mill at a rate of US\$1.00 per tonne, up to a maximum aggregate payment of US\$20.0 million
Implied Value	<ul style="list-style-type: none">US\$83 million based on 275.15 million Talon shares to be issued and Talon's closing price of C\$0.415 per share on the TSX as of December 18, 2025
Lundin Mining Ownership and Concurrent Private Placement by the Lundin Family Trust	<ul style="list-style-type: none">Together with Lundin Mining's ownership interest in Talon before the Transaction, Lundin Mining will own 19.99% of Talon after closing of the Transaction on a non-diluted basis.A concurrent Private Placement with the Lundin Family Trust for approximately US\$5.6 million in gross proceeds, will result in the Lundin Family Trust owning 1.26% of Talon after closing of the Transaction on a non-diluted basis
Leadership & Governance	<ul style="list-style-type: none">Directors: Ten directors, including seven of the eight directors currently on the Talon Board as well as Jack Lundin (CEO of Lundin Mining), Juan Andrés Morel (COO of Lundin Mining) and Darby Stacey (Current Managing Director of Eagle Mine)Management: Henri van Rooyen (Executive Chairman) and Darby Stacey (Chief Executive Officer)
Share Consolidation	<ul style="list-style-type: none">Talon to complete a 10 to 1 share consolidation after closing of the Transaction
Proposed Timing	<ul style="list-style-type: none">Target closing early January 2026
Other Key Conditions & Terms	<ul style="list-style-type: none">Customary regulatory approvals, including TSX approvalLundin Mining has agreed to maintain and bear the cost of all financial assurances provided in respect of mining and reclamation operations of the Eagle Mine and Humboldt Mill until Talon's Board approves development of a new mine, provided that Talon uses commercially reasonable efforts to amend or replace such financial assurances.Lock-Up Agreement to provide for limitations on sales of Talon shares by Lundin Mining for two yearsLundin Mining will not acquire beneficial ownership of more than 19.99% of Talon for one year

Pro Forma Capitalization

Lundin Mining will become Talon's Largest Shareholder at 19.99%⁽¹⁾



Share Structure	Pre-Consolidation	Post-Consolidation ⁽²⁾
Basic Shares Outstanding	1,175.3M	117.5M
Shares to be issued to Lundin Mining for the acquisition of Eagle Mine and Humboldt Mill	275.15M	27.5M
Concurrent Private Placement shares to be issued to the Lundin Family Trust	18.6M	1.9M
Pro Forma Basic Shares Outstanding	1,469.0M	146.9M
Warrants and Stock Options ⁽³⁾	232.6M	23.3M
Pro Forma Fully-diluted Shares Outstanding	1,701.6M	170.2M
Pro Forma Fully-diluted Shares Outstanding excluding Lundin Mining	1,407.9M	140.8M
Lundin Mining Pro Forma Shares including Pre-transaction Shares Held ⁽⁴⁾	293.7M	29.4M
Pro Forma Fully-diluted Shares Outstanding	1,701.6M	170.2M
Estimated cash and cash equivalents at closing	~C\$37M / ~US\$27M	

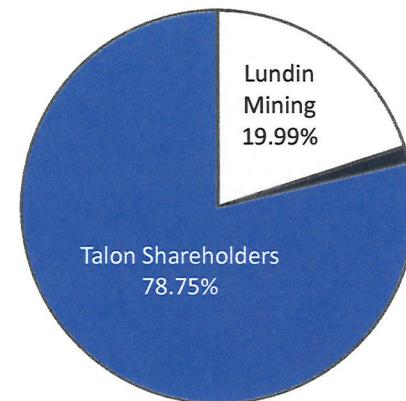
(1) Pro forma ownership % calculated based on basic shares outstanding

(2) Based on a 10 to 1 share consolidation post the closing of the transaction

(3) Average strike price of \$0.23 for potential maximum exercise proceeds of ~C\$53 million or ~US\$38 million

(4) Prior to the transaction, Lundin Mining held approximately 18.5 million shares of Talon

Pro Forma Ownership⁽¹⁾



Top Shareholders⁽¹⁾

Lundin Mining	19.99%
The Pallinghurst Group	10.0%
Strategic Investor	6.3%
Rio Tinto	3.8%
Management and Directors	2.5%

Eagle Mine and Humboldt Mill History of Successful and Environmentally Responsible Operations

- **Only primary nickel mine in the U.S.** with significant copper, cobalt and PGM's byproducts – producing ore at a rate of 2,000 tonnes per day.
- **Operations began in 2014** with a seven year mine life. The original mine life was significantly extended with the Eagle East discovery in 2015.
- **Producing nickel and copper concentrates** which are sold to North American smelters.
- **A high-performing workforce** of 450, known for their safe, reliable, environmental and community focused standards.
- **Cash flow positive operations**, which will be reinvested to grow the business to the ultimate vision.
- **Opportunities to extend** operations through improved productivity and efficiencies.
- **Proof that modern mining is possible**, that it can be done safely, and with the highest environmental standards.



Eagle Mine (Left) and Humboldt Mill (Right). Darby Stacey, Talon's new CEO, Leading a Safety Briefing in 2017

Vision: Two U.S. Nickel Mines, Two U.S. Processing Facilities

Extending Eagle Mine Life Through Modern Practices

Ongoing efficiency improvements and optimizations are expected to extend the mine's life to maintain full capacity at the Humboldt Mill.

Accelerating Exploration in Michigan and at Tamarack

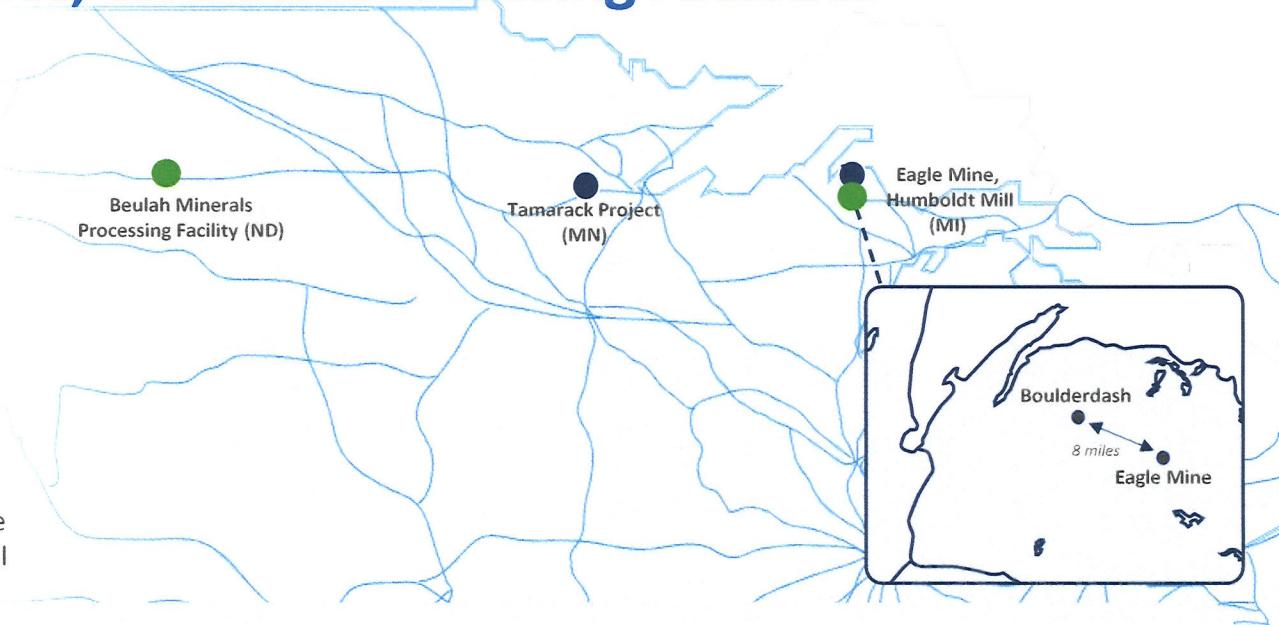
Talon's in-house exploration team, responsible for five discoveries in five years, will execute its most ambitious exploration program to date in 2026.

Advancing Tamarack and BMPF Environmental Review and Permitting

The unified team combines Eagle's operational experience with Talon's Tamarack environmental specialists to advance the Tamarack Nickel-Copper Project through environmental review and permitting towards construction.

Progressing Engineering for the Future Tamarack Mine and BMPF

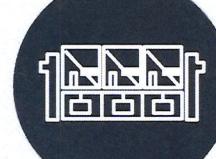
The proven Eagle team, with its track record in mine design, engineering, construction, and operations, will now integrate with the Talon team to complete the feasibility study, improving confidence in the design and long-term operability of these assets.



Eagle + Tamarack



Humboldt + BMPF



Smelting + Refining



Supply Chain Security



Ni
Nickel

Cu
Copper

Co
Cobalt

PGMs
Palladium, Gold, Platinum

U.S. Government Grant Funding



Bipartisan project support through Federal government grants spanning multiple Administrations to support exploration, engineering, environmental studies and construction

Grant Amounts in USD millions (US\$M)	Nature	Amount	Received to date	Remaining expected to be received
Department of War (DOW)	Exploration in Michigan and Minnesota; Feasibility study for the Tamarack Mine	\$20.6M	\$4.8M	\$15.8M
Department of Energy (DOE)	Engineering, Permitting and Construction of the North Dakota Beulah Minerals Processing Facility	\$114.85M	\$0.9M	\$114.0M
Defense Logistics Agency (DLA) *	Nickel concentrate refining; Processing of tailings to extract remnant nickel and cobalt, iron for LFP batteries and produce supplementary cementitious materials (SCM)	\$2.5M	\$1.5M	\$1.0M
DOE Columbia University	Nickel concentrate refining	\$0.7M	\$0.7M	-
Total		US\$138.6M	US\$7.9M	US\$130.8M

Summary: Creating an American Nickel-Copper Champion

- **Strategic Importance to the United States: Two Mines, Two Processing Facilities Vision**
 - A unified operating and exploration team advancing a clear path toward two U.S. nickel-copper mines and two U.S. processing facilities.
 - Positions Talon as the only primary U.S. nickel producer with the potential to support domestic supply of nickel for U.S.-made superalloys, alloys, plating, and advanced manufacturing.
- **Immediate U.S. Nickel-Copper Production & Positive Cash Flow**
 - Acquisition of the Eagle Mine and Humboldt Mill transitions Talon into a U.S.-based, cash-flow generating nickel-copper producer.
- **Extending Eagle Mine Life Through Modern Mining Practices**
 - Ongoing optimization, innovation, and disciplined mine planning are expected to support continued production at Eagle to maintain full capacity at the Humboldt Mill.
- **Scaled Growth Through Exploration**
 - Cash flow enables Talon's most ambitious exploration program to date across the Tamarack Intrusive Complex and Michigan, including the Boulderdash Project located just 8 miles from Eagle.
- **Proven Operating & Environmental Excellence**
 - Eagle and Humboldt bring a decade-long track record of safe, responsible, and efficient modern mining in Michigan, which will be leveraged to advance permitting, construction, and operations at Tamarack and the BMPF.



Polished core samples from Tamarack drill hole 25TK0563 heading to the Smithsonian National Museum of Natural History



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Purchase new Motor Grader

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
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Submitted by: Dennis (DJ) Thompson	Department: Land
Presenter (Name and Title): Dennis (DJ) Thompson	Estimated Time Needed: 5 Minutes

Summary of Issue:

The Aitkin County Land Department budgeted the purchase of a new used motor grader in 2026. We worked with multiple dealerships to find something that was in our price range and would be easy to find parts for should we need them. We found a 2014 John Deere 772G from Larson Brothers Implement in Harris, Minnesota. This will replace the grader we had, which was a 1997 Champion 710A.

Attached is the quote.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve purchase of motor grader from Larson Brothers Implement for \$90,000.00

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 90,000.00

Is this budgeted? Yes No *Please Explain:*

\$37,500 from Con Con (10-921), \$37,500 from Forest Development (11-925) and \$15,000 from sale of old grader.

**LARSON BROTHERS IMPLEMENT
42050 Amery Ave.
Harris, MN 55032**

chis.johnsonataitkin County, mn .gov
www.johnsonataitkin.com

www.larsonimplements.com
phone 763-689-1179 or 1-800-578-4440
fax 763-689-3832

Date: 12/23/25
Invoice # 6189

THIS AGREEMENT is entered into on the date **written** below, by and between Larson Implement, hereinafter called the Dealer, and

Name: Aitkin County Land & Parks Address: 502 Minnesota AV. N.
Aitkin Mn 56431

Phone: 218-732-5286, hereinafter called the Customer.

1. Sale and Purchase. The Dealer sells, transfers and conveys to the Customer and the Customer purchases from the Dealer the following item(s) of equipment (the "Equipment").

Equipment (or Equipment):					Description	Amount
Qty	Tag#	Make	Model	Serial #		
1	2014	John Deere	772G	Ser #/DW772GXJEF660822	Motor grader Cab with Air, Air Ride Seat, 14 ft. moldboard front lift group, front Aux hydraulics 15.00 x 25 tires 7115 hours	

2. Trade-In. The Customer sells, transfers and conveys the following items ("Trade-In Items") at or prior to the time of delivery of the above Product as a "trade-in" to be applied against the cash price of the Equipment. Such Trade-In Items shall be free and clear of all security agreements, liens and encumbrances at the time of transfer to Dealer. The following is a description and the price to be allowed for each Trade-In Item:

Qty Tag# Make Model Serial # Description Amount

None.

3. Inspection and Acceptance in "As Is" Condition. Customer acknowledges that Customer has had the opportunity to personally inspect the Equipment and finds it suitable for Customer's needs, in good condition, that its proper use is understood, and that Customer is familiar with use and maintenance of the Equipment. Customer further acknowledges that Customer is purchasing the Equipment in "as is" condition and that Dealer does not warrant or represent that the "hours meter," if any, on the Equipment is accurate if Dealer took the Equipment in on trade and did not have control over the Equipment or the hours meter prior to receiving the Equipment. Customer further acknowledges that Dealer is not responsible for any incidental or consequential damages caused by delays or otherwise.

4. Disclaimer of Warranties. DEALER, NOT BEING THE MANUFACTURER OF THE EQUIPMENT NOR THE MANUFACTURER'S AGENT, MAKES NO EXPRESS OR IMPLIED WARRANTY OF ANY KIND WHATSOEVER, OTHER THAN AS EXPRESSLY STATED ABOVE, WITH RESPECT TO THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO: THE MERCHANTABILITY OF THE EQUIPMENT OR ITS FITNESS FOR ANY PARTICULAR PURPOSE, THE DESIGN OR CONDITION OF THE EQUIPMENT, THE QUALITY OR CAPACITY OF THE EQUIPMENT, THE WORKMANSHIP OF THE EQUIPMENT, COMPLIANCE WITH THE REQUIREMENTS OF ANY LAW, RULE, SPECIFICATION OR CONTRACT PERTAINING TO THE EQUIPMENT, PATENT INFRINGEMENT, OR LATENT DEFECTS; AND CUSTOMER HEREBY WAIVES ANY CLAIM IT MAY HAVE AGAINST DEALER FOR ANY LOSS, DAMAGE OR EXPENSE CAUSED BY THE EQUIPMENT OR BY ANY DEFECT.

5. Hold Harmless Agreement. Customer agrees to assume the risks of, and hold Dealer harmless for property damage and personal injuries caused by the Equipment, including all costs, expenses and attorney's fees.

6. Loading and Unloading. Customer is responsible for loading and unloading the Equipment. If Dealer's employees assist in loading or unloading the Equipment, Customer agrees to assume the risk and hold Dealer harmless for any property damage or personal injuries, including damage or injuries attributable to the negligence of Dealer or Dealer's employees.

7. Farming Certification. Customer certifies that it is engaged in farming.

8. Collection Costs. Customer agrees to pay all reasonable collection costs, including attorney's fees, court filing fees, and costs involved in the collection of charges or enforcement of Dealer's rights under this Agreement.

TOTAL PURCHASE AMOUNT	TOTAL TRADE-IN ALLOWANCE	BALANCE OWING	SALES TAX (if any) ST-3 form on back	SUBTOTAL	PAYMENT w/ORDER CHK# _____ DATE _____	BALANCE DUE \$ 90,000.00
\$ 90,000.00	delivered price (exempt)	\$ 90,000.00				

BALANCE DUE CHK # _____ DATE _____ ON ACCOUNT _____

Dated: _____

Dated: 12/23/25

CUSTOMER (print): _____.

LARSON BROTHERS IMPLEMENT

By: _____

BY: Tam Gweson



Board of County Commissioners Agenda Request

5B

Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Summary of Land Sales for Tyler Settlement

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Information Only
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Submitted by: Dennis (DJ) Thompson	Department: Land
Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner	Estimated Time Needed: 10 Minutes

Summary of Issue: I would like to give a brief summary of the land sales we have had for the properties that forfeited between 2016 and 2023. These are properties we are required to make a good faith effort to sell.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact: <i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	 <i>Please Explain:</i>
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Board of County Commissioners Agenda Request

Requested Meeting Date: January 6, 2026

6A

Title of Item: 2026 Board of Commissioners Meeting Procedures

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Information Only
	<input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	

Submitted by: David Minke	Department: Administration
Presenter (Name and Title): David Minke, County Administrator	Estimated Time Needed: 10 minutes

Summary of Issue:

Each year the County Board adopts a resolution approving the Board of Commissioners Meeting Procedures & Rules of Business.

The attached Meeting Procedures and Rules of Business has been substantially revised for 2026 and was previously discussed at the December 23 board meeting.

Rule 4 includes the option for 1 or 2 readings of ordinances.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt Resolution approving the 2026 Board of Commissioners Meeting Procedures

Financial Impact:

Is there a cost associated with this request?

Yes

No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No

Please Explain:

AITKIN COUNTY BOARD OF COMMISSIONERS

MEETING PROCEDURES AND RULES OF BUSINESS

January 6, 2026

Welcome to the Aitkin County Board of Commissioners. We appreciate your interest in Aitkin County government and encourage you to understand and participate in county board meetings.

Board Members

The Board of Commissioners consists of five members elected to four-year, overlapping terms. Elections are held on the first Tuesday after the first Monday in November of even-numbered years. Each commissioner is elected from a geographic district and takes office on the first Monday in January.

2026 Aitkin County Board Members are:

District 1 – J. Mark Wedel (218) 927-6500
District 2 – Laurie Westerlund (320) 684-2652
District 3 – Travis Leiviska (218) 513-8613
District 4 – Bret Sample (218) 839-1376
District 5 – Michael Kearney (218) 839-1329

County boards are assigned many duties and are governed under Minnesota law including Minnesota Statutes §373 and §375.

Board Meetings

The Aitkin County Board of Commissioners generally meets on the 2nd and 4th Tuesdays of each month at 9:00 a.m. in the Government Center Board Room. Meeting dates, locations, and times may change; notice of changes will be posted as required by statute.

The organizational meeting is held on the first Tuesday after the first Monday in January of each year.

Special or emergency meetings may be called as allowed under Minnesota Statutes §13D. Special meetings require three days' posted notice and are limited to identified topics. Emergency meetings require good-faith efforts to notify the media and others.

All meetings are open to the public except as permitted under Minnesota Statutes §13D.03 and §13D.05.

Board Actions

A majority of the members of the County Board shall constitute a quorum for the transaction of business and, as required by Minnesota Statutes §375.07, no business shall be done unless voted for by a majority of the whole board, meaning an affirmative vote

of at least three members is required to approve any action unless a greater number is required by law.

Meeting Agenda

The County Administrator prepares the agenda in consultation with the Board Chair.

General order of business:

- Call to Order
- Pledge of Allegiance
- Public Comment
- Approval of Agenda
- Consent Agenda
- Additional Business Items

Agendas are available at the Administrator's Office and on the County website.

Citizens Public Comment

Members of the public are invited to speak during Citizen Public Comment time. If you wish to speak, when the Chair opens Citizen Public Comments (1) approach the podium (2) state your name (3) direct your comments to the chair.

The chair shall limit the time of any one speaker to no more than five minutes and may limit the total amount of time devoted to public comment. No disparaging, defamatory, or accusatory remarks are allowed.

The Board generally does not act on forum items, but may refer them for further consideration.

Aitkin County Board Rules Of Business

Rule 1. Presiding Officer

The Chair or Vice Chair presides over meetings.

Rule 2. Quorum

A majority (3 members) constitutes a quorum. Under Minnesota Statutes §375.07, at least three affirmative votes are required to approve an action. Some actions require a supermajority.

Rule 3. Voting

All members present must vote unless excused for conflict of interest. Non-votes count as affirmative. Votes are taken as voice votes unless roll call is required or requested.

Rule 4. Ordinances

Proposed ordinances must be considered at two county board meetings. Adoption may occur at or after the second meeting.

Or

Proposed ordinances may be adopted after one reading.

Rule 5. Absent Member

Members must notify the Chair or Administrator, if possible, of absences.

Rule 6. Use of Interactive Technology

Best efforts will be made to provide live-streaming. Commissioners may participate via interactive technology per Minnesota Statutes §13D.02.

Rule 7. Public Hearing Format:

- A. Staff Presentation
- B. Board Questions
- C. Public Testimony
- D. Close Hearing
- E. Board Discussion
- F. Board Action

Rule 8. Robert's Rules of Order

To the extent they are consistent with state law and these rules of procedure, Roberts Rules of Order Newly Revised shall guide the conduct of the meeting.

Rule 9. Conduct

The Chair may take necessary measures to maintain order. Disruptive people may be asked to leave.

Adopted this ____ day of _____, 2026.

Attest:

J. Mark Wedel, Chair
Aitkin County Board of Commissioners

David J. Minke, County Administrator
Aitkin County Administrator



Board of County Commissioners Agenda Request

6B
Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Approve 2026 Board Meeting Schedule

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
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Submitted by: David Minke	Department: Administration
Presenter (Name and Title): David Minke, County Administrator	Estimated Time Needed: 2 minutes

Summary of Issue:
Each year the County Board sets the year's scheduled meeting dates. Since 2013 the Board has primarily been meeting on the second and fourth Tuesdays of each month. Based on past practices, staff have proposed the 2026 County Board Calendar. The dates proposed are again the second and fourth Tuesdays of each month, with the exception of December as noted on the Board Calendar.

In addition to the regular meetings the board can set the 2026 Board of Appeal and Equalization for June 16th at 4:00 p.m. and the 2026 Truth in Taxation meeting for December 15, 6:00 p.m.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve 2026 County Board regular meeting schedule as show on the attached calendar.
Meetings to be held at 9:00 a.m. except as noted.
Set the 2026 Board of Appeal and Equalization for June 16, 4:00 p.m.
Set the December 15, 2026 Regular Meeting at 4:30 p.m.
Set the 2026 Truth in Taxation Meeting for December 15, 6:00 p.m.
Meetings to be at the Government Center Board Room

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$
Is this budgeted? Yes No *Please Explain:*

2026

Aitkin County Board Calendar

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	31					29	30	31				

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	4	1	2					1	2	3	4	5	6	
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
							31													

July							August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	4							1	2	3	4	5		
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	30	31					

October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5		
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		

Board Meetings

Holidays

Board of Appeal & Equalization



Board of County Commissioners Agenda Request

6C
Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Designation of Official County Newspaper

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: David Minke	Department: Administration	
Presenter (Name and Title): David Minke, County Administrator	Estimated Time Needed: 3 minutes	

Summary of Issue:

Minnesota Statutes §375.12 requires that at the first regular meeting of the year the county board shall annually let a contract for publication of its proceedings. The County Board authorized the bid forms and procedures at the October 28, 2025 County Board Meeting. Attached for your review are the following:

1. The Bid Specifications that were sent to the Aitkin Independent Age, Voyageur Press, and the NewsHopper.
2. The submitted bids.
3. The 2025 Bid Comparison Form.
4. A proposed resolution.

After reviewing the bids, the Aitkin Independent Age has the lower cost per impression.

The County Auditor has also reviewed the bids and supports the proposed resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt Resolution designation of Official County Newspaper.

Financial Impact:

Is there a cost associated with this request?

Yes

No

What is the total cost, with tax and shipping? \$

Is this budgeted?

Yes

No

Please Explain:

Resolution #20260106-xxx 2026 Official County Newspaper

BE IT RESOLVED, That the Aitkin Independent Age is hereby designated by the Aitkin County Board of Commissioners as the official county newspaper in which all official business shall be published. Voyageur Press is named second publication of Financial Statement.

Adopted this 6th Day of January, 2026 By The Aitkin County Board of Commissioners.

Attest:

J. Mark Wedel
County Board Chair

David J. Minke, County Administrator
Clerk to the County Board

STATE OF MINNESOTA}
COUNTY OF AITKIN}



Board of County Commissioners Agenda Request

Requested Meeting Date: January 6, 2026

6D

Agenda Item #

Title of Item: 2026 AMC Policy Committee Members and Voting Delegates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
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Submitted by: David Minke, County Administrator	Department: Administration
Presenter (Name and Title): David Minke, County Administrator	Estimated Time Needed: 2 minutes

Summary of Issue:

Each year the county board appoints members to the Association of Minnesota Counties (AMC) policy committees and also appoints voting delegates to AMC.

The policy committee membership show on the attached is unchanged from 2025.

The county is allowed 8 voting delegates including the five county commissioners and three staff. The three staff delegates proposed--Andrew Carlstrom, Environmental Services Director; David Minke, County Administrator; and Sarah Pratt, Health and Human Services Director--are the most active with AMC and are interested in serving as delegates.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve the 2026 AMC Policy Committee Members and AMC voting delegates as show on the attached.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ Yes No

Is this budgeted? Yes No

Please Explain:



2026 AMC APPOINTMENTS

2026 AMC MEMBER COUNTY INFORMATION

2026 County Board Chair	
2026 Vice Chair	

2026 AMC POLICY COMMITTEE APPOINTMENTS

Counties must appoint at least one commissioner or county official to each of the five AMC policy committees. Individuals may not serve as a voting member on more than one policy committee.

Policy Committee	2026 Policy Committee Member
Environment & Natural Resources Policy Committee	Andrew Carlstrom
General Government Policy Committee	Travis Leiviska
Health & Human Services Policy Committee	Sarah Pratt
Public Safety Policy Committee	Laurie Westerlund
Transportation & Infrastructure Policy Committee	Michael Kearney

2026 AMC VOTING DELEGATE APPOINTMENTS

Please type (or clearly print) the names of your county's appointed AMC Voting Delegates for 2026 in the spaces below. Voting delegates are permitted to cast votes on behalf of one's county during official AMC meetings/business.

1	Mark Wedel, Commissioner Dist. 1	ARTICLE 8: ASSOCIATION DELEGATES & DISTRICTS Section 1. Association Delegates Each member county shall be entitled to a number of delegates equal to three more than the number of persons on the board of county commissioners of the member county. Delegates shall be appointed annually by the county board from among the officials and employees of the county. Each delegate so appointed shall be eligible to vote at any meeting of the Association or to be elected an officer or director of the Association. The right to vote at any meeting of the Association or to hold an office or directorship in the Association shall terminate when such person ceases to be a delegate from a member county or the county that delegate represents ceases to be a member of the Association. A vacancy in the office of delegate shall be filled by the county board for the unexpired term.
2	Laurie Westerlund, Commissioner Dist. 2	
3	Travis Leiviska, Commissioner Dist. 3	
4	Bret Sample, Commissioner Dist. 4	
5	Michael Kearney, Commissioner Dist. 5	
6	David Minke, County Administrator	
7	Sarah Pratt, HHS Director	
8	Andrew Carlstrom, Env. serv. Director	

Please enter this information using the [online form linked here](#).

If you have any issues, please contact Matthew Cook via mcook@mncounties.org



Board of County Commissioners Agenda Request

6E

Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: 2026 Committee Appointments

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
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Submitted by: David Minke	Department: Administration
Presenter (Name and Title): David Minke, County Administrator	Estimated Time Needed: 3 minutes

Summary of Issue:
Each year the County Board updates committee appointments. The following items are attached:
1. A draft proposed resolution. Known changes are indicated.
Once the committee appointments have been made, the resolution will be updated accordingly.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt Resolution for 2026 Committee Appointments

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$
Is this budgeted? Yes No Please Explain:

Resolution #20260106-xxx - 2026 Committee Appointments

BE IT HEREBY RESOLVED, that the Aitkin County Board of Commissioners makes the following committee appointments for the year 2026:

Aitkin Airport Commission (2)	J. Mark Wedel John Welle
Aitkin County Care Board	Laurie Westerlund
Aitkin County Community Corrections Advisory Board (2)	J. Mark Wedel Laurie Westerlund
Aitkin County HRA (Liaison)	Bret Sample
Anoka County JPA Advisory Board	Laurie Westerlund
Aitkin County Opioid Settlement Subcommittee	Bret Sample
Aitkin County Water Planning Task Force	J. Mark Wedel
Aitkin County HRA (Liaison)	Bret Sample
Aitkin Economic Development Administration (AEDA)	J. Mark Wedel Commissioner District 2 Commissioner District 3 Commissioner District 5 County Administrator County Engineer Environmental Services Director HHS Director J. Mark Wedel Bret Sample Michael Kearney Laurie Westerlund, Alt.
AMC Delegates (7)	Michael Kearney Travis Leiviska, Alt.
Aquatic Invasive Species (AIS)	Michael Kearney Travis Leiviska, Alt.
Arrowhead Counties Association (1)	Michael Kearney Travis Leiviska, Alt.
Arrowhead Economic Opportunity Agency	Michael Kearney Travis Leiviska, Alt.
Arrowhead Regional Development Center (ARDC)	Michael Kearney Travis Leiviska, Alt.
Assessor for Unorganized Townships	Mike Dangers
ATV Committee (2)	Travis Leiviska Laurie Westerlund
Big Sandy Lake Management Plan (1+Alternate)	Bret Sample Michael Kearney, Alt.
Brainerd 1 Watershed 1 Plan	J. Mark Wedel
Budget Committee 2020 (2)	Travis Leiviska J. Mark Wedel

East Central Regional Library Board	Travis Leiviska Bret Sample, Alt.
Economic Development (2)	J. Mark Wedel Bret Sample
Emergency Management	J. Mark Wedel
Environmental Assessment Worksheet (2)	Michael Kearney Bret Sample
<u>Extension Committee (1 + Alternate)</u>	<u>Michael Kearney</u> <u>Laurie Westerlund, Alt</u>
Facilities/Technology Committee (2)	J. Mark Wedel Bret Sample
Fairgrounds Liaison	Jim Bright
H&HS Advisory Committee (Liaison) (2)	J. Mark Wedel Michael Kearney
Historical Society (Liaison)	Travis Leiviska
Joint Powers Natural Resources Board (2)	Bret Sample Dennis Thompson Michael Kearney, Alt.
Lakes & Pines (1+Alternate)	Travis Leiviska Michael Kearney, Alt.
Law Library	Travis Leiviska Michael Kearney, Alt.
McGregor Airport Commission	Bret Sample
MCIT Representative (1 + Alternate)	Laurie Westerlund David Minke, Alt.
Mille Lacs Fisheries Input Group	Laurie Westerlund
Mille Lacs Watershed (1 + Alternate)	Travis Leiviska Laurie Westerlund, Alt.
Mississippi Headwaters Board (1+Alternate)	Michael Kearney Bret Sample, Alt.
MN Rural Counties (1+Alternate)	Laurie Westerlund Travis Leiviska, Alt.
Natural Resources Advisory Committee (2)	Michael Kearney Bret Sample
NE MN Office Job Training	Travis Leiviska
Northeast MN ATP (2)	Michael Kearney John Welle Travis Leiviska, Alt.
Northeast MN Emergency Communications Board (ECB)	Travis Leiviska Dan Guida, Alt.
Northeast MN Regional Advisory Committee (RAC)	Patrice Erickson Dan Guida, Alt.

Northeast Waste Advisory Committee (NEWAC) (1+Alternate)	Laurie Westerlund Bret Sample, Alt.
Northern Counties Land Use Coordinating Board (NCLUCB) (1+Alternate)	Laurie Westerlund Michael Kearney, Alt.
Northwoods Regional Trail Alliance	Land Dept Staff, Alt.
Ordinance Committee (2)	Travis Leiviska Bret Sample Michael Kearney J. Mark Wedel
Personnel/Insurance Committee (2)	Michael Kearney Laurie Westerlund, Alt.
Planning Commission	Michael Kearney Laurie Westerlund, Alt.
Rum 1W1P Policy Committee	Laurie Westerlund Travis Leiviska, Alt.
Snake River Watershed Management Board/1W1P Policy Committee	Travis Leiviska Bret Sample, Alt.
Sobriety Court	J. Mark Wedel
Solid Waste Task Force (2)	J. Mark Wedel Bret Sample
Toward Zero Deaths	J. Mark Wedel
Tri-County Community Health Services Board	Laurie Westerlund

Adopted this 6th Day of January, 2026 By The Aitkin County Board of Commissioners.

David J. Minke, County Administrator
Clerk to the County Board



Board of County Commissioners Agenda Request

6F

Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Letter of Support - Aitkin Airport Terminal Grant

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing *provide copy of hearing notice that was published	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
---	--	---

Submitted by:
David Minke, County Administrator

Department:
Administration

Presenter (Name and Title):
David Minke, County Administrator

Estimated Time Needed:
5 minutes

Summary of Issue:

The Aitkin Municipal Airport (Steve Kurtz Field) is jointly owned by Aitkin County and the City of Aitkin.

The airport is applying for an Airport Terminal (ATP) Grant to construct a new terminal building.

Attached is a letter of support for the project.

Commissioner Wedel and County Engineer Welle are members of the joint airport commission.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve the letter of support for the grant application

Financial Impact:

Is there a cost associated with this request?

Yes

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No

No

Please Explain:



AITKIN COUNTY COMMISSIONERS

Aitkin County Government Center
307 2nd Street NW, Room 310
Aitkin, MN 56431

Phone: 218-927-3093
Fax: 218-927-7374

January 6, 2026

Lindsay Terry
ADO Manager
Dakota-Minnesota Airports

Via Email only
Lindsay.Terry@faa.gov

RE: Letter of Support Aitkin Airport ATP Gran Application

Dear Ms. Terry:

On January 6 the Aitkin County Board of Commissioners approved this letter of support for the Aitkin Municipal Airport ATP Grant Application.

The airport is currently leasing space to serve as the public terminal building. The current lease space is outdated and does not meet current accessibility standards and it presents safety concerns. Having a modern and functional public terminal building is an important component of a General Aviation airport.

This project will establish an airport-owned terminal building at the airport, instead of having to lease space at the airport's cost. The proposed terminal building will provide a modern, energy-efficient building with full handicap accessibility, it will be located on the site of an old storage building that has reached the end of its service life. Additionally, this site is directly adjacent to the airport fueling stations and the airport maintenance building. Once completed, all public airport facilities would be centralized at this location. This improvement will be a great safety benefit to airport users who currently must walk a significant distance between the fueling stations and the leased terminal space.

Thank you for your favorable consideration of the application.

Sincerely,

County Board Chair
J. Mark Wedel



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: Hold Public Hearing on Amendments to Shoreland Ordinance

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Direction Requested <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Hold Public Hearing*
--	---	--

Submitted by: Andrew Carlstrom	Department: Environmental Services
--	--

Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 10 Minutes
---	---

Summary of Issue: <p>On November 17, 2025 the Aitkin County Planning Commission approved the proposed amendments to the Aitkin County Shoreland Management Ordinance. A public notice was published in the Aitkin Age on December 24, 2025 of this Public Hearing today.</p> <p>In accordance with MN Statute 394 and Rule 11 of the Aitkin County Ordinances and Procedures of the Board of Commissioners Meeting Procedures and Rules of Business Board of Commissioners, two readings shall be conducted prior to the adoption of the amendment.</p> <p>Please see attached public notice, memorandum with proposed summary of changes, and proposed resolution.</p>

Alternatives, Options, Effects on Others/Comments: Discussion Only
--

Recommended Action/Motion: Discussion Only
--

Financial Impact: <i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>Please Explain:</i>
--	--	------------------------



Ad Proof

Not Actual Size

AITKIN COUNTY NOTICE OF PUBLIC HEARING

In accordance with MN Statute 394 and Rule 11 of the Aitkin County Ordinances and Procedures of the Board of Commissioners Meeting Procedures and Rules of Business, the Aitkin County Board of Commissioners will hold a Public Hearing on January 6, 2026 at 10AM on the proposed amendments to the Aitkin County Shoreland Ordinance. A first reading will occur on this date, and a second reading and proposed adoption will occur on January 27, 2026.

A summary of the proposed changes are as follows:

- Section 2.7 – Administrative additions to and revision of definitions
- Section 4.25 – Administrative update of the classification list for land uses
- Section 7.22 – Administrative updated language on vegetation alterations
- Section 9.82 – Open Space/ Common Open Space Administrative Change

The following is the past and present tentative timeline for the proposed amendments:

June 18 – July 18, 2025: 30 Day Press Release for written public comments on proposed amendments.

July 31, 2025: County Board "Committee of the Whole" public meeting to discuss the proposed amendments and receive comments from the public.

September 22, 2025: Aitkin County Planning Commission's held public workshop and received public comments on proposed amendments.

November 17, 2025: Aitkin County Planning Commission Public Hearing on the proposed amendments.

January 6, 2026: Aitkin County Board of Commissioners Public Hearing and First Reading of proposed amendments.

January 27, 2026: Aitkin County Board of Commissioners Second Reading and tentative approval of proposed amendments.

A full text version of the proposed Aitkin County Shoreland Management Ordinance can be found in its entirety online at: <https://www.co.aitkin.mn.us/> under News & Notices. It is also available for public review at the Aitkin County Planning and Zoning Office at the Aitkin County Government Center during regular business hours. Comments can be submitted in writing to the Aitkin County Planning and Zoning Office: 307 2nd St NW, Rm 219, Aitkin, MN 56431, by facsimile (218) 927-4372, or by

-Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully. If changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at publicnotice@apgecm.com

Date: 12/17/25

Account #: 485996

Customer: AITKIN COUNTY PLANNING & ZONING

Address: 307 2ND ST NW, ROOM 219
AITKIN

Telephone: (218) 927-3761
Fax: (218) 927-4372

Publications:

Aitkin Independent Age

Ad ID: 1509315

Copy Line: Jan 6 PH Shoreline Ord.

PO Number:

Start: 12/24/25

Stop: 12/24/2025

Total Cost: \$90.00

of Lines: 90

Total Depth: 10.0

of Inserts: 1

Ad Class: 150

Phone #: (763) 691-6000

Email: publicnotice@apgecm.com

Rep No: MA700

e-mail to altkinpz@co.altkin.mn.us
before 9AM on January 9, 2026.
Please include a full name and
complete mailing address with all
correspondences.

Published in the
Aitkin Independent Age
December 24, 2025
1509315



AITKIN COUNTY ENVIRONMENTAL SERVICES PLANNING & ZONING

Aitkin County Government Center
307 2nd Street NW, Room 219
Aitkin, MN 56431

aitkinpz@aitkincountymn.gov
Phone: 218-927-7342
Fax: 218-927-4372

MEMORANDUM

DATE: January 6, 2026

TO: Aitkin County Board of Commissioners

FROM: Andrew Carlstrom, Director Environmental Services – Planning & Zoning Administrator

RE: Amendments to the 2018 Aitkin County Shoreland Management Ordinance

In accordance with the 2025 Aitkin County Strategic Plan and in an effort to streamline, improve clarity, and update the current Shoreland Management Ordinance, Aitkin County Environmental Services staff has worked collaboratively with the Ordinance Committee and with the Minnesota Department of Natural Resources (DNR) Area Hydrologist, to propose modest amendments to the current 2018 ordinance. The Aitkin County Shoreland Management Ordinance is our most comprehensive and regulated land use ordinance. A summary of the proposed changes are as follows:

- Section 2.7 – Administrative additions to and revision of definitions
- Section 4.25 – Administrative update of the classification list for land uses
- Section 7.22 – Administrative updated language on vegetation alterations
- Section 9.82 – Open Space/Common Open Space Administrative Change

The following is the past and present tentative timeline for the proposed Shoreland Ordinance amendments:

November 2024 to May 2025: Ordinance Committee review, discussion, and revisions of the Aitkin County Shoreland Management Ordinance.

June 18 – July 18, 2025: 30 Day Press Release for written public comments to proposed amendments.

July 31, 2025: County Board “Committee of the Whole” public meeting to discuss the proposed amendments and receive comments from the public.

September 22, 2025: Aitkin County Planning Commission’s held public workshop and received public comments on proposed amendments to the Shoreland Management Ordinance.

November 17, 2025: Aitkin County Planning Commission Public Hearing on the proposed amendments to the Shoreland Management Ordinance

January 6, 2026: Aitkin County Board of Commissioners Public Hearing and First Reading of proposed amendments.

January 27, 2026: (Tentative) Aitkin County Board of Commissioners Second Reading and tentative adoption of proposed amendments.

If you have any questions, please feel free to contact me at 218-927-7342 or by email at andrew.carlstrom@aitkincountymn.gov.

Resolution #20260127-xxx Aitkin County Shoreland Management Ordinance Amendment

WHEREAS, in an effort to regulate land use practices that protect surface water quality, protect near shore habitat, and protect shoreland aesthetics, the Aitkin County Shoreland Management Ordinance regulates shoreland zoning with standards in place to mitigate possible adverse impacts to the health, safety, and welfare of surrounding properties and environments.

WHEREAS, Aitkin County is experiencing and is expected to experience a continued marked increase in shoreland zoned applications to include new buildings, vegetation alterations, and general land alterations; AND

WHEREAS, Minnesota Administrative Rules 6120.2500 through 3900 governs State shoreland regulations, with Aitkin County initially adopting it's Shoreland Ordinance in 1992, and making further amendments in 2001, 2005, 2008, 2011, 2012, 2017, and 2018; AND

WHEREAS, Aitkin County desires to amend the current ordinance in order to improve organization, understandability, and enforceability of the current Shoreland Ordinance; AND

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners does hereby authorize the proposed amendments of the Aitkin County Shoreland Management Ordinance.

Adopted this 27th Day of January, 2026 By The Aitkin County Board of Commissioners.

Attest:

J. Mark Wedel
County Board Chair

David J. Minke, County Administrator
Clerk to the County Board

STATE OF MINNESOTA}
COUNTY OF AITKIN}

AITKIN COUNTY

Shoreland Management Ordinance

EFFECTIVE DATE: DRAFT AS OF NOVEMBER 17, 2025
Revised: 1-21-1992, 5-22-2001, 4-5-2005, 10-7-2008, 12-13-2011,
5-8-2012, 1-24-2017, 4-24-2018



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AITKIN COUNTY SHORELAND MANAGEMENT ORDINANCE

SECTION 1.0 - STATUTORY AUTHORIZATION AND POLICY

- 1.1 **Statutory Authority.** This shoreland ordinance is adopted pursuant to the authorization and policies contained in [Minnesota Statutes, Chapter 103F](#), [Minnesota Regulations, Parts 6120.2500 – 6120.3900](#), and the planning and zoning enabling legislation in Minnesota Statutes, [Chapter 394](#).
- 1.2 **Policy.** The uncontrolled use of shorelands of Aitkin County, Minnesota affects the public health, safety and general welfare, not only by contributing to the pollution of public waters, but also by impairing the local tax base. Therefore, it is in the best interests of the public health, safety and welfare to provide for the wise subdivision, use and development of shorelands of public waters. The Legislature of Minnesota has delegated responsibility to local governments of the state to regulate the subdivision, use and development of the shorelands of public waters and thus preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and provide for the wise use of waters and related land resources. This responsibility is hereby recognized by Aitkin County. "Shoreland" means land located within the following distances from public waters: 1,000 feet from the ordinary high water level of a lake, pond, or flowage; and 300 feet from a river or stream, or the landward extent of a floodplain designated by ordinance on a river or stream, whichever is greater. The limits of shorelands may be reduced whenever the waters involved are bounded by topographic divides that extend landward from the waters for lesser distances and when approved by the commissioner of the Department of Natural Resources.

SECTION 2.0 - GENERAL PROVISIONS AND DEFINITIONS

- 2.1 **Jurisdiction.** The provisions of this Ordinance shall apply to the shorelands of the public water bodies as classified in Section 4.0 of this ordinance. Pursuant to [Minnesota Rules, Parts 6120.2500 – 6120.3900](#), no lake, pond, or flowage less than 25 acres in size in unincorporated areas need be regulated in a local government's shoreland regulations. A body of water created by a private user where there was no previous shoreland may, at the discretion of the governing body, be exempt from this ordinance.
- 2.2 **Compliance.** The use of any shoreland of public waters; the size and shape of lots; the use, size, type and location of structures on lots; the installation and maintenance of water supply and waste treatment systems, the grading and filling of any shoreland area; the cutting of shoreland vegetation; and the subdivision of land shall be in full compliance with the terms of this ordinance and other applicable regulations.
- 2.3 **Enforcement.**
 - 2.31 This ordinance is adopted by reference pursuant to the provisions of [Minnesota Statutes Section 394.37](#). It is declared unlawful for any person to violate any of the terms or conditions of this ordinance. Violation thereof shall be a misdemeanor.
 - 2.32 In the event of a violation or a threatened violation of this ordinance, Aitkin County, in addition to other remedies, may institute appropriate actions or proceedings to prevent, restrain, or abate such violations or threatened violations. The Department may and is empowered to issue citations and/or cease and desist orders to halt the progress of any on-going violation. When the work has been stopped by the Department for any valid reason whatsoever, it shall not again be resumed until the reason for the work stoppage has been completely satisfied and the cease and desist order lifted.
 - 2.33 Any person with standing, may institute mandamus proceedings in the District Court to compel specific performance by the proper official or officials of any duty required by this ordinance.
 - 2.34 Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with,

or who resists the enforcement of any other provisions of this ordinance shall be guilty of a misdemeanor, punishable by \$1000.00 and/or 90 days imprisonment or both. Each day that a violation is permitted to exist shall constitute a separate offense. The County Attorney shall have the authority to prosecute any and all violations of this Ordinance.

- 2.35 Any application for a permit which is made after the work is commenced and which requires a permit shall be charged five (5) times the permit fee or five (5) percent of the project cost, whichever is more. The Planning Commission and/or Board of Adjustment may require correction and/or restoration of the property to its original state before the permit is considered.
- 2.36 After two or more attempts to achieve compliance, the Department may charge for the enforcement of violations of this Ordinance to recover actual costs for staff time, mileage and supplies. This cost shall be above and beyond any other fee imposed by this ordinance.

2.4 **Interpretation.** In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by State Statutes.

2.5 **Severability.** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

2.6 **Abrogation and Greater Restrictions.** It is not intended by this ordinance to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only, with the exception of the Aitkin County Flood Plain Ordinance and Mississippi Headwaters Board Comprehensive Management Plan.

2.7 **Definitions.** Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this ordinance its most reasonable application. For the purpose of this ordinance, the words "must" and "shall" are mandatory and not permissive. All distances, unless otherwise specified, shall be measured horizontally.

2.711 **Accessory structure or facility.** "Accessory structure" or "facility" means any building or improvement subordinate to a principal structure which, because of the nature of its use, can reasonably be located at or greater than normal structure setbacks. An accessory structure shall not be used for human habitation. Examples of accessory structures are, but not limited to, garages, pole buildings, sheds, gazebos, decks, storage containers, fish houses, and similar structures.

2.712 **Auditor.** "Auditor" means the County Auditor of Aitkin County, Minnesota or his/her authorized representative.

2.713 **Basement.** "Basement" means the space below the main living floor that is normally greater than four (4) feet in height and used for habitable purposes and/or storage.

2.714 **Bluff.** "Bluff" means a topographic feature such as a hill, cliff, or embankment having the following characteristics (land feature with an average slope of less than 18 percent over a distance for 50 feet or more shall not be considered part of the bluff):

- A. Part or all of the feature is located in a shoreland area;
- B. The slope rises at least 25 feet above the toe of the bluff;
- C. The grade of the slope from the toe of the bluff to a point 25 feet or more above the toe of the bluff averages 30 percent or greater.

- 2.715 **Bluff impact zone.** "Bluff impact zone" means a bluff and land located within 20 feet from the top of a bluff.
- 2.716 **Bluff, Toe of.** "Toe of bluff" means the point on a bluff where there is, as visually observed, a clearly identifiable break in the slope, from gentler to steeper slope above. If no break in the slope is apparent, the toe of bluff shall be determined to be the lower end of a 50-foot segment, measured on the ground, with an average slope exceeding 18 percent.
- 2.717 **Bluff, Top of.** "Top of bluff" means the higher point of a 50-foot segment with an average slope exceeding 18 percent, point on a bluff where there is, as visually observed, a clearly identifiable break in the slope, from steeper to gentler slope above. If no break in the slope is apparent, the top of bluff shall be determined to be the upper end of a 50-foot segment, measured on the ground, with an average slope exceeding 18 percent.
- 2.718 **Board of Adjustment.** "Board of Adjustment" means the Board of Adjustment for Aitkin County, Minnesota as created by resolution of the County Board of Commissioners. Membership of the Board of Adjustment shall consist of five (5) persons to be appointed by the Board of County Commissioners.
- 2.719 **Boathouse.** "Boathouse" means a one level accessory structure designed and used solely for the storage of boats or boating equipment.
- 2.720 **Brew pub.** "Brew pub" is a brewer who also holds one or more retail on-sale licenses and who manufactures fewer than 3,500 barrels of malt liquor in a year, at any one licensed premises, the entire production of which is solely for consumption on tap on any licensed premises owned by the brewer, or for off-sale from those licensed premises as permitted in MN Statutes 340A.24, subdivision 2.
- 2.721 **Building/Structure Coverage.** "Building/Structure Coverage" means the ground surface covered by any building, structure, or appurtenance, including, but not limited to, decks, overhangs and projections therefrom, outdoor furnaces, fish houses, sheds, carports, lean-to's, or any similar building. Building/Structure coverage does not include eaves of twenty-four (24) inches or less.
- 2.722 **Building setback line.** "Building setback line" means a line parallel to a lot line or the ordinary high water level at the required setback beyond which a structure may not extend.
- 2.723 **Cabin.** "Cabin" means any structure or portion of a structure, or other shelter designed as short- or long-term living quarters for one or more persons, including rental or timeshare accommodations such as motel, hotel, and resort rooms and cabins.
- 2.724 **Cannabis Business.** A "Cannabis Business" means any of the following licensed operations: cannabis microbusiness, cannabis mezzo business, cannabis cultivator, cannabis manufacturer, cannabis retailer, cannabis wholesaler, cannabis transporter, cannabis testing facility, cannabis event organizer, cannabis delivery service, medical cannabis cultivator, medical cannabis processor, medical cannabis retailer, and medical cannabis combination business.
- 2.725 **Cannabis Cultivator.** A "Cannabis Cultivator" may grow cannabis plants within the approved amount of space from seed to immature plant to mature plant, harvest cannabis flower, package and label immature cannabis plants and seedlings and cannabis flower, and transport cannabis flower to cannabis manufacturers.
- 2.726 **Cannabis Cultivation.** A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant. Harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.
- 2.727 **Cannabis Delivery Service.** A "Cannabis Delivery Service" may purchase cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products from licensed cannabis microbusinesses with a retail endorsement, cannabis mezzo businesses with a

retail endorsement, cannabis retailers, medical cannabis retailers, and medical cannabis combination businesses; transport and deliver cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumable products to customers; and perform other actions approved by the Office of Cannabis Management. Prior to completing a delivery, a cannabis delivery service must verify that the customer is at least 21 years of age or is enrolled in the registry program. The Office of Cannabis Management shall establish limits on the amount of cannabis and hemp products that a cannabis delivery service may transport. Cannabis and hemp must be stored in a locked, safe, and secure storage compartment that is part of the cannabis delivery vehicle.

- 2.728 **Cannabis Event Organizer.** A "Cannabis Event Organizer" may organize a temporary cannabis event lasting no more than four days. A cannabis event organizer must receive local approval, including obtaining any necessary permits or licenses issued by a local unit of government before holding a cannabis event. If approved by the local unit of government, a cannabis event may designate an area for consumption of adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived consumer products, or any combination of those items.
- 2.729 **Cannabis Manufacturer.** A "Cannabis Manufacturer" may purchase cannabis flower, cannabis products hemp plant parts, hemp concentrate, and artificially derived cannabinoids from a cannabis business, purchase hemp plants and hemp concentrates, make cannabis hemp concentrate, manufacture artificially derived cannabinoids, manufacture adult-use cannabis products, lower-potency hemp edibles, and hemp derived consumer products, and sell cannabis concentrate, hemp concentrate, artificially derived cannabinoids, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products to other cannabis businesses.
- 2.730 **Cannabis Mezzo Business.** A "Cannabis Mezzo Business" may grow cannabis from seed or immature plant for cannabis products or medical cannabis flower, make cannabis and hemp concentrate, manufacture adult-use cannabis products, lower-potency hemp edibles, and hemp-derived consumers products for public consumption, process medical cannabinoid products, sell immature cannabis plants and seedlings, and purchase cannabis concentrate, hemp concentrate, and synthetically derived cannabinoids from another cannabis business. A cannabis mezzo business that cultivates cannabis at an indoor facility may cultivate up to 15,000 square feet of plant canopy. A cannabis mezzo business that cultivates cannabis at an outdoor location may cultivate up to one acre of mature, flowering plants.
- 2.731 **Cannabis Microbusiness.** A "Cannabis Microbusiness" may grow cannabis plants, make cannabis concentrate, make hemp concentrate, manufacture artificially derived cannabinoids, manufacture adult-use cannabis products, lower potency hemp edibles, and hemp derived consumer products for public consumption, purchase hemp or hemp concentrate parts, package and label cannabis and hemp products, and sell cannabis plants and seedlings, adult-use cannabis flower, adult-use cannabis products, lower-potency hemp products, and hemp-derived consumer products. A cannabis microbusiness that cultivates cannabis at an indoor facility may cultivate up to 5000 square feet of plant canopy. A cannabis microbusiness that cultivates cannabis at an outdoor location may cultivate up to one-half acre of mature, flowering plants. A cannabis microbusiness with the appropriate endorsement may operate one retail location. A cannabis microbusiness may permit on-site consumption of edible cannabis products and lower-potency hemp edibles on a portion of its premises. Cannabis microbusiness must ensure that the display and consumption of any edible product or lower-potency hemp edible is not visible from outside the licensed premises of the business.
- 2.732 **Cannabis Retailer.** Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form. A "Cannabis Retailer" may purchase immature cannabis plants and seedlings, cannabis flower, cannabis products, and lower-potency hemp products, from cannabis businesses, and sell immature cannabis plants and seedlings, adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived consumer products, and other products authorized by law to customers.
- 2.733 **Cannabis Retail Businesses.** A retail location and the retail location(s) of a mezzo businesses with a retail operations endorsement, microbusinesses with a retail operations endorsement,

medical combination businesses operating a retail location, (and/excluding) lower-potency hemp edible retailers.

- 2.734 **Cannabis Testing Facility.** A "Cannabis Testing Facility" may obtain and test immature cannabis plants and seedlings, cannabis flower, cannabis products, hemp plant parts, hemp concentrate, artificially derived cannabinoids, lower-potency hemp edibles, and hemp-derived consumer products from cannabis microbusinesses, cannabis mezzo businesses, cannabis cultivators, cannabis manufacturers, cannabis wholesalers, lower-potency hemp edible manufacturers, medical cannabis cultivators, medical cannabis processors, medical cannabis combination businesses, and industrial hemp growers.
- 2.735 **Cannabis Transporter.** A "Cannabis Transporter" may transport immature cannabis plants and seedlings, cannabis flower, cannabis products, artificially derived cannabinoids, hemp plant parts, hemp concentrate, lower-potency hemp edibles, and hemp-derived consumer products from cannabis microbusinesses, cannabis mezzo businesses, cannabis cultivators, cannabis manufacturers, cannabis wholesalers, lower-potency hemp edible manufacturers, medical cannabis retailers, medical cannabis processors, and industrial hemp growers to cannabis microbusinesses, cannabis mezzo businesses, cannabis manufacturers, cannabis testing facilities, cannabis wholesalers, cannabis retailers, lower-potency hemp edible retailers, medical cannabis processors, medical cannabis retailers, and medical cannabis combination businesses and perform other actions approved by the Office of Cannabis Management.
- 2.736 **Cannabis Wholesaler.** A "Cannabis Wholesaler" may purchase immature cannabis plants and seedlings, cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products from cannabis businesses, and purchase hemp plant parts and hemp concentrates. Cannabis wholesalers may sell immature cannabis plants and seedlings, cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products to cannabis microbusinesses, cannabis mezzo businesses, cannabis manufacturers, and cannabis retailers, sell lower-potency hemp edibles to lower-potency-hemp edible retailers, and import hemp-derived consumer products and lower-potency hemp edibles that contain hemp concentrate or artificially derived cannabinoids.
- 2.737 **Commercial planned unit developments.** "Commercial planned unit developments" means uses or developments that provide transient, short-term lodging spaces, rooms, or parcels and their operations are essentially service-oriented. For example, hotel/motel accommodations, resorts, recreational vehicle and camping parks, and other primarily service-oriented activities are commercial planned unit developments.
- 2.738 **Commercial Use.** "Commercial use" means the principal use of land or buildings for the sale, lease, rental, or trade of products, goods, and services.
- 2.739 **Commissioner.** "Commissioner" means the commissioner of the Minnesota Department of Natural Resources.
- 2.740 **Common Open Space.** A portion of development that:
- Is permanently set aside to preserve elements of the natural landscape for public or private use;
 - Will not be developed or subdivided; and
 - Is generally owned in common by the individual owners in the development or by a permanently established management entity.
- 2.741 **Conditional use.** "Conditional use" means a land use or development as defined by ordinance that would not be appropriate generally but may be allowed with appropriate restrictions as provided by official controls upon a finding that certain conditions as detailed in the ordinance exist, the use or development conforms to the comprehensive land use plan of the community, and the use is compatible with any existing neighborhood.
- 2.742 **Conservation Subdivision.** "Conservation subdivision" means a method of subdivision

characterized by common open space and clustered compact lots, with the purpose of creating greater community value through open space amenities for homeowners and protection of natural resources, while allowing for the residential densities consistent with prevailing densities. Site designs incorporate standards of low impact development.

- 2.743 **Contiguous Lot.** "Contiguous lot" means an adjacent lot under the same ownership with a common boundary line.
- 2.744 **County Board.** "County Board" is the Board of County Commissioners of Aitkin County, Minnesota.
- 2.745 **Crawl space.** "Crawl space" means a low or narrow space, such as one beneath the floor that gives workers access to plumbing or wiring equipment. Any area beneath the main living floor area that is not considered a basement, and the floor, whether concrete, wood or earthen material, is the lowest floor of the structure for Federal Emergency Management Agency regulatory purposes.
- 2.746 **Data center.** "Data center" means a facility that is designed to have a load of 100 megawatts or more and whose primary purpose is the storage, management, and processing of digital data via the interconnection and operation of information technology and network telecommunications equipment, including all related facilities and infrastructure for backup electricity generation, power distribution, environmental control, cooling, and security.
- 2.747 **Deck.** "Deck" means a horizontal, unenclosed platform with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site and at any point the deck surface extends more than six (6) inches above ground. For purposes of measuring building setback distances, a detached deck must have at least two (2) feet of open space between the structure and any portion of the deck, otherwise the deck will be considered attached and part of the main structure.
- 2.748 **Department.** "Department" means the Aitkin County Environmental Services Department.
- 2.749 **Duplex, triplex, and quad.** "Duplex", "triplex", and "quad" means a dwelling structure on a single lot, having two, three, and four units, respectively, being attached by common walls and each unit equipped with separate sleeping, cooking, eating, living, and sanitation facilities.
- 2.750 **Dwelling site.** "Dwelling site" means a designated location for residential use by one or more persons using permanent, temporary or movable shelter, including camping and recreational vehicle sites.
- 2.751 **Dwelling unit.** "Dwelling unit" means any structure or portion of a structure, or other shelter designed as short- or long-term living quarters for one or more persons, including rental or timeshare accommodations such as motel, hotel, and resort rooms and cabins.
- 2.752 **Easement.** A non-possessory interest held by one person in the land of another whereby the non-possessory person is given partial use of the land for a specified purpose.
- 2.753 **Essential Services.** "Essential Services" means services provided by public and private utilities, necessary for the exercise of the principal use or service of the principal structure. These services include underground, surface or overhead gas, electrical, steam, water, sanitary sewerage, storm water drainage, and communication systems and accessories thereto, such as poles, towers, wires, main drains, vaults, culverts, laterals, sewers, pipes, catch basins, water storage tanks, conduit cables, traffic signals, pumps, lift stations and hydrants, but not including buildings.
- 2.754 **Exotic Animals.** "Exotic Animal" means any animal that is not part of the definition of an 'animal' under [Title 9, Chapter 1, Subchapter A of the Code of Federal Regulations](#) and one that is not native to the U.S.
- 2.755 **Extractive use.** "Extractive use" means the use of land for surface or subsurface removal of sand, gravel, rock, industrial minerals, other nonmetallic minerals, and peat not regulated under [Minnesota Statutes, Sections 93.44 to 93.51](#).

- 2.756 **Farm – Commercial.** "Farm – Commercial" means agriculture of a primarily commercial nature including, but not limited to fur farms, poultry and egg farms, raising of livestock for profit, hog farms, feed lots and any other agricultural endeavor for profit (not including exotic animals).
- 2.757 **Farm – Hobby.** "Farm – Hobby" means the pursuit of hobby and family-type agricultural activities; including minimum cropland tillage and animal agriculture for personal and family use, including boarding facilities for horses. (Not including gardens of 2 acres or less or exotic animals).
- 2.758 **Farm winery.** "Farm winery" is a winery operated by the owner of a Minnesota farm and producing table, sparkling, or fortified wines from grapes, grape juice, other fruit bases, or honey with a majority of the ingredients grown or produced in Minnesota.
- 2.759 **Floodplain.** "Floodplain" includes the beds proper and the area adjoining a watercourse which have been, or hereafter may, be covered by the regional flood.
- 2.760 **Forest land conversion.** "Forest land conversion" means the clear cutting of forested lands to prepare for a new land use other than reestablishment of a subsequent forest stand.
- 2.761 **Garage, Private.** "Garage, Private" means a detached accessory structure or portion of the principal structure, which is used primarily for storing passenger vehicles, trailers, or personal property. See definition of accessory structure.
- 2.762 **Guest cottage.** "Guest cottage" means a structure used as a dwelling unit that contains sleeping spaces and/or kitchen and/or bathing facilities or any other feature that would make the structure more oriented towards a sleeping unit in addition to those provided in the primary dwelling unit on a lot.
- 2.763 **Habitable structure.** "Habitable structure" means a structure which contains one or more of the following - one or more sleeping areas, bath tub, or shower.
- 2.764 **Height of structure.** "Height of structure" means the vertical distance between the lowest adjoining ground level at the building and the highest point of the roof.
- 2.765 **Home occupation.** "Home occupation" means any occupation of a service character that is secondary to the main use of the premises as a dwelling and does not change the character thereof or have any exterior evidence of such a secondary use.
- 2.766 **Ice Ridge, Annual.** A linear mound of lakebed materials pushed up onto the lakeshore by the action of ice within a calendar year.
- 2.767 **Ice Ridge, Historic.** A linear mound of lakebed materials pushed up onto the lakeshore by the action of ice over a period of two or more years upon which well-established herbaceous and woody vegetation is growing.
- 2.768 **Impervious surface coverage.** "Impervious surface coverage" means any structure, facility or surface that sheds water including structures and facilities, sewage treatment system absorption areas (equal to 190 sq.ft./bedroom), retaining walls, and roadway surfaces and parking areas. Impervious surface coverage does not include eaves of twenty-four (24) inches and less.
- 2.769 **Industrial use.** "Industrial use" means the use of land or buildings for the production, manufacture, warehousing, storage, or transfer of goods, products, commodities, or other wholesale items.
- 2.770 **Intensive vegetation clearing.** "Intensive vegetation clearing" means the removal of vegetation which would reduce the natural screening of a principal structure from a lake, river or stream, assuming summer "leaf-on" conditions, and/or create an erosion or other water quality impact to the water body.
- 2.771 **Kennel.** "Kennel" means any structure or premises or commercial activity where two (2) or more dogs over three (3) months of age are kept for compensation.
- 2.772 **Landing.** "Landing" means the top or bottom of a section of stairway, with or without railings.
- 2.773 **Lot.** "Lot" means a parcel of land designated by plat, metes and bounds, registered land survey.

auditors plat, or other accepted means and separated from other parcels or portions by legal description.

- 2.774 **Lot depth.** Measured perpendicular to the lot width. Normally is the distance measured perpendicular from the lake to the opposite lot line or perpendicular from the lot line abutting the road or edge of the road right-of-way to the opposite lot line. Lot depth shall not be less than the minimum required lot width.
- 2.775 **Lot frontage.** "Lot Frontage" means the front of a lot shall be construed to be the portion nearest the street or a body of water if the lot has water frontage. For the purpose of determining yard requirements on corner lots and through lots (through lots are lots running from street to street), all portions of a lot adjacent to streets shall be considered frontage and yards shall be provided as indicated.
- 2.776 **Lot width.** "Lot width" means the shortest distance between lot lines as measured at the midpoint of the building setback line and also as measured at the ordinary high water level for riparian lots; and for non-riparian lots the width as measured on the lot line that fronts the road and also as measured at the midpoint of the building setback line. The minimum lot width dimension beyond the building setback line shall not be less than 50% of the required lot width. ([See Appendix VI](#)).
- 2.777 **Lower-potency Hemp Edible.** A "Lower-Potency Hemp Edible" means any product: (1) that is intended to be eaten or consumed as a beverage by humans; (2) contains hemp concentrate or an artificially derived cannabinoid, in combination with food ingredients; (3) is not a drug; (4) consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any combination of those cannabinoids that does not exceed the identified amounts; (5) does not contain more than a combined total of 0.5 milligrams of all other cannabinoids per serving; (6) does not contain an artificially derived cannabinoid other than delta-9 tetrahydrocannabinol; (7) does not contain a cannabinoid derived from cannabis plants or cannabis flower; and (8) is a type of product approved for sale by the office or is substantially similar to a product approved by the office, including but not limited to products that resemble nonalcoholic beverages, candy, and baked goods.
- 2.778 **Lower-potency Hemp Edible Manufacturer.** A "Lower-Potency Hemp Edible Manufacturer" may purchase hemp plant parts, hemp concentrate, and artificially derived cannabinoids from cannabis microbusinesses, cannabis mezzo businesses, cannabis manufacturers, cannabis wholesalers, and lower-potency edible manufacturers. Lower-potency hemp edibles manufacturers may also purchase hemp parts and hemp concentrate, make hemp concentrate, manufacture artificially derived cannabinoids, manufacture lower-potency hemp edibles for public consumption, package and label lower potency hemp edibles, and sell hemp concentrate, artificially derived cannabinoids, and lower-potency hemp enables to other cannabis businesses ad hemp businesses.
- 2.779 **Lower-potency Hemp Edible Retailer.** A "Lower-Potency Hemp Edible Retailer" may only sell lower-potency hemp edibles to individuals who are at least 21 years of age. A lower-potency hemp edible retailer may sell lower-potency hemp edibles that are obtained from a licensed Minnesota cannabis microbusiness, cannabis mezzo business, cannabis manufacturer, cannabis wholesaler, or lower-potency hemp edible manufacturer, and meet all applicable packaging and labeling requirements.
- 2.780 **Microdistillery.** "Microdistillery" is a distillery operated within the state producing premium, distilled spirits in total quantity not to exceed 40,000 proof gallons in a calendar year.
- 2.781 **Mobile Home.** "Mobile Home" means a single-family dwelling unit suitable for year-round occupancy that, if located at the same site outside a mobile home park for more than 90 days, during which time it is being used either part-time or full-time for residential purpose, shall be placed on a foundation or blocked and skirted within six (6) months.
- 2.782 **Mobile Home Park.** "Mobile Home Park" means a parcel of land which has been planned and improved for the placement of two or more mobile homes.
- 2.783 **Motor Vehicle.** "Motor vehicle" means every vehicle which is self propelled. Motor vehicle does

not include a vehicle moved solely by human power.

- 2.784 **Nonconformity.** "Nonconformity" means any legal use, structure or parcel of land already in existence, recorded, or authorized before the adoption of official controls or amendments thereto that would not have been permitted to become established under the terms of the official controls as now written, if the official controls had been in effect prior to the date it was established, recorded or authorized.
- 2.785 **Open Space.** A portion of a development site that is permanently set aside for public or private use and will not be developed.
- 2.786 **Ordinary high water level.** "Ordinary high water level" means the boundary of public waters and wetlands, and shall be an elevation delineating the highest water level that has been maintained for a sufficient period of time to leave evidence upon the landscape, commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial. For watercourses, the ordinary high water level is the elevation of the top of the bank of the channel. For reservoirs and flowages, the ordinary high water level is the operating elevation of the normal summer pool.
- 2.787 **Outside Motor Vehicle Storage.** "Outside motor vehicle storage" means any establishment or place of storage or deposit, that is maintained, operated or used for storing, keeping, buying or selling junk, wrecked, scrapped and ruined motor vehicles.
- 2.788 **Park Model.** A small dwelling less than 400 SF lacking holding tanks and dual-voltage appliances, requiring it to be connected to water, sewage, and electrical facilities in order to function as a dwelling. Often moved to a property on its own wheels, these types of units require permitting and are considered a structure intended for permanent seasonal or year-around living. Park Models are also included in this definition for the purposes of permitting requirements and are not considered a recreational camping vehicle.
- 2.789 **Parking Space, Off-Street.** "Parking Space, Off-Street" means any off-street parking space comprising not less than 180 square feet of parking area, plus necessary maneuvering space incidental to parking or unparking and shall not encroach upon any public right-of-way. Every off-street parking space shall be accessible to a public roadway.
- 2.790 **Patio.** "Patio" means any surface other than a deck that is used in a similar manner as a deck but does not exceed six (6) inches above grade, excluding accessories. Sidewalks less than five (5) feet in width are not considered patios.
- 2.791 **Planning Commission.** "Planning Commission" consists of five (5) members appointed by the County Board of Commissioners. At least two (2) members shall be residents of that portion of the County lying outside the corporate limits of municipalities. No more than one (1) voting member shall be an officer or employee of the County.
- 2.792 **Planned Unit Development and Group Housing.** "Planned unit development and group housing" means a type of development characterized by a unified site design for a number of dwelling units or dwelling sites on a parcel, whether for sale, rent, or lease, and also usually involving clustering of these units or sites to provide areas of common open space, density increases, and a mix of structure types and land uses. These developments may be organized and operated as condominiums, time-share condominiums, cooperatives, full fee ownership, commercial enterprises, or any combination of these, or cluster subdivisions of dwelling units, residential condominiums, townhouses, apartment buildings, campgrounds, recreational vehicle parks, resorts, hotels, motels, and conversions of structures and land uses to these uses.
- 2.793 **Planning and Zoning Administrator.** "Planning and Zoning Administrator" means the Planning and Zoning Administrator of Aitkin County, Minnesota, or his authorized representative.
- 2.794 **Practical difficulty Hardship.** "Practical difficulty" means the property in question cannot be put to a reasonable use if used under the conditions allowed by the official controls; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations

alone shall not constitute a **practical difficulty** hardship if a reasonable use for the property exists under the terms of the ordinance.

- 2.795 **Principal structure.** "Principal structure" means the primary structure as distinguished from subordinate or accessory structures. Structure that is used primarily for dwelling purposes.
- 2.796 **Private Road.** A road, easement or strip of land serving as vehicular access to two (2) or more parcels of land which is not dedicated to nor maintained by the public. Private road shall include, but not be limited to, any road, easement or strip of land such as driveways, trails and paths that serve two (2) or more parcels of land.
- 2.797 **Public Road.** "Public road" means a public way which affords primary means of legal access by pedestrians and vehicles to abutting properties, whether designated as a street, avenue, highway, road, boulevard or however other designated.
- 2.798 **Public waters.** "Public waters" means any waters as defined in [Minnesota Statutes, section 103G.005](#).
- 2.799 **Recreational camping vehicle.** "Recreational camping vehicle" shall mean any of the following:
- Travel trailer means a vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational and vacation uses.
 - Pick-up coach means a structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation and vacation **uses**.
 - Motor home means a portable, temporary dwelling to be used for travel, recreation and vacation **uses**, constructed as an integral part of a self-propelled vehicle.
 - Camping trailer means a folding structure, mounted on wheels and designed for travel, recreation and vacation uses.
 - Fish houses being used for human habitation on land, unless they are part of an establishment licensed with the Aitkin County Environmental Services Department. **with an approved conditional use permit**.
- 2.800 **Recreational Camping Vehicle Park Area.** "Recreational Camping Vehicle Park Area" means a parcel of land in which two or more spaces are occupied or intended for occupancy by recreational vehicles for transient dwelling purposes, unless they meet requirements of [Section 6.14 E](#).
- 2.801 **Recreational Use Area.** An outdoor recreation area adjacent to a body of water, such as a lake or bay.
- 2.802 **Residential planned unit development.** "Residential planned unit development" means a use where the nature of residency is non-transient and the major or primary focus of the development is not service-oriented. For example, residential apartments, manufactured home parks, time-share condominiums, townhouses, cooperatives, and full fee ownership residences would be considered as residential planned unit developments. To qualify as a residential planned unit development, a development must contain at least five dwelling units or sites.
- 2.803 **Resort.** "Resort" means any building, structure, enclosure, or any part thereof, located within the shoreland district for purposes of providing convenient access thereto, and kept, used, maintained, or advertised as, or held out to the public to be a place where sleeping accommodations are furnished to the public, and primarily to those seeking recreation for periods of one day, one week or longer, and having for rent three or more cottages, rooms or enclosures.
- 2.804 **Restaurant.** "Restaurant" means any establishment having appropriate facilities for the serving of meals, and where, in consideration of payment therefore, meals are regularly served to the general public. This designation shall include restaurants and supper clubs in unincorporated or unorganized areas of Aitkin County which qualify under the law for license for the "on-sale" or combination license for the "on-sale and off-sale" of intoxicating liquor.

- 2.805 **Sanitary station.** "Sanitary station" means a facility used for removing and disposing of wastes from recreational vehicle holding tanks.
- 2.806 **Self-contained recreational vehicle.** "Self-contained recreational vehicle" means a recreational vehicle which can operate independently of connections to sewer, water and electrical systems. It contains a water-flushed toilet, lavatory, shower and kitchen sink, all of which are connected to water storage and sewage holding tanks located within the recreational vehicle.
- 2.807 **Semipublic use.** "Semipublic use" means the use of land by a private, nonprofit organization to provide a public service that is ordinarily open to some persons outside the regular constituency of the organization.
- 2.808 **Sensitive resource management.** "Sensitive resource management" means the management of areas unsuitable for development in their natural state due to constraints such as shallow soils over groundwater or bedrock, highly erosive or expansive soils, steep slopes, susceptibility to flooding, or occurrence or flora or fauna in need of special management.
- 2.809 **Service building (comfort station).** "Service building (comfort station)" means a structure housing toilet, lavatory and such other facilities as may be required by this ordinance.
- 2.810 **Setback.** "Setback" means the minimum horizontal distance between a structure, including overhangs, eaves or projections (of greater than twenty-four (24) inches) therefrom, sewage treatment system, or other facility and an ordinary high water level, sewage treatment system, top of a bluff, road right-of-way, property lines, or other facility.
- 2.811 **Sewage treatment system.** "Sewage treatment system" means system as described and regulated in [Section 6.3](#) of this ordinance. Individual sewage treatment system shall meet the requirements of the Aitkin County Subsurface Sewage Treatment System Ordinance.
- 2.812 **Sewer system.** "Sewer system" means pipelines or conduits, pumping stations, and force main, and all other construction, devices, appliances, or appurtenances used for conducting sewage or industrial waste or other wastes to a point of ultimate disposal.
- 2.813 **Sewered.** "Sewered" means property which is served by a publicly owned and maintained sewer system.
- 2.814 **Shore impact zone.** "Shore impact zone" means land located between the ordinary high water level of a public water and a line parallel to it at a setback of 50% of the required structure setback but not less than 50 feet, whichever is greater.
- 2.815 **Shoreland.** "Shoreland" means land located within the following distances from public waters: 1,000 feet from the ordinary high water level of a lake, pond, or flowage; and 300 feet from a river or stream, or the landward extent of a floodplain designated by ordinance on a river or stream, whichever is greater. The limits of shorelands may be reduced whenever the waters involved are bounded by topographic divides that extend landward from the waters for lesser distances and when approved by the commissioner.
- 2.816 **Sign.** "Sign" means a displayed structure bearing lettering or symbols, used to identify a place of business or promote the interest of any person(s).
- 2.817 **Significant historic site.** "Significant historic site" means any archaeological site, standing structure, or other property that meets the criteria for eligibility to the National Register of Historic Places or is listed in the State Register of Historic Sites, or is determined to be an unplatued cemetery that falls under the provisions of [Minnesota Statutes, section 307.08](#). A historic site meets these criteria if it is presently listed on either register or if it is determined to meet the qualifications for listing after review by the Minnesota State Archaeologist or the director of the Minnesota Historical Society. All unplatued cemeteries are automatically designated to be significant historic sites.
- 2.818 **Solar Energy System. Rooftop or Architecturally-Integrated.** Non-permitted systems which are accessory to the principal land use and designed to supply energy for the principal use.
- 2.819 **Solar Energy System. Ground-Mount.** Ground-mounted systems which are accessory to the principal land use and designed to supply energy for the principal use.
- 2.820 **Solar Energy System. Community/Solar Gardens.** Systems designed to supply energy for off-

site users on the distribution grid, but not for the export to the wholesale market or connection to the electric transmission grid.

- 2.821 **Solar Energy System. Solar Farms.** Ground-mount solar energy arrays which are the principal use on the property and that are designed for providing energy to off-site users or export to the wholesale market.
- 2.822 **Standard/Type I Individual Sewage Treatment System.** "Standard/Type I Individual Sewage Treatment System" means an individual sewage treatment system that meets the requirements of the Aitkin County Subsurface Sewage Treatment System Ordinance.
- 2.823 **Steep slope.** "Steep slope" means lands having average slopes of eighteen (18) percent or more, as measured over horizontal distances of 50 feet or more, that are not bluffs.
- 2.824 **Structure.** "Structure" means any building or appurtenance, including decks, patios within the building setback from the OHW, overhangs and projections therefrom, except fences less than eight (8) feet in height, retaining walls, aerial or underground utility lines, such as sewer, electric, telephone, telegraph, gas lines, towers, poles, and other supporting facilities, antennas, propane tanks, outdoor furnaces and currently licensed fish houses. Recreational camping vehicles, fish houses, propane tanks, and outdoor furnaces must meet setback requirements of this ordinance.
- 2.825 **Subdivision.** "Subdivision" means land that is divided for the purpose of sale, rent, or lease, including planned unit developments.
- 2.826 **Substandard Use.** "Substandard Use" means any use existing prior to the date of enactment of any county ordinance, which is permitted within the applicable zoning district but does not meet the minimum lot area and length of water frontage, structure setbacks or other dimensional standards of the ordinance.
- 2.827 **Surface water-oriented commercial use.** "Surface water-oriented commercial use" means the use of land for commercial purposes, where access to and use of a surface water feature is an integral part of the normal conductance of business. Marinas, resorts, and restaurants with transient docking facilities are examples of such use.
- 2.828 **Trailer.** "Trailer" means every vehicle without motor power designed or used for carrying persons or property and for being drawn by a motor vehicle or by horses and other like husbandry.
- 2.829 **Unsewered.** "Unsewered" means property that is served by a privately owned and maintained sewage treatment system.
- 2.830 **Variance.** "Variance" means any modification or variation of the provisions of the ordinance where it is determined pursuant to the provisions of this ordinance that, by reason of exceptional circumstances, the strict enforcement of the ordinance would cause unnecessary **practical difficulty** hardship as defined or described in [Minnesota Statutes Chapter 394](#).
- 2.831 **Vacation/Short-Term Rental.** "Vacation/Short-Term Rental" means a single-family dwelling and/or related structure that is rented out on a transient basis for a charge. A transient basis shall be any period of time less than thirty (30) consecutive days.
- 2.832 **Water-oriented accessory structure or facility.** "Water-oriented accessory structure or facility" means a small, above ground building or other improvement, except stairways, fences, docks, and retaining walls, which, because of the relationship of its use to a surface water feature, reasonably needs to be located closer to public waters than the normal structure setback. Examples of such structures and facilities include boathouses, gazebos, screen houses, fish houses, pump houses, patios, and detached decks.
- 2.833 **Wetland.** "Wetland" means land transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water. For purposes of this subpart, wetlands must:
- have a predominance of hydric soils;
 - be inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions; and

C. under normal circumstances, support a prevalence of hydrophytic vegetation.

2.834 **Zoning permit.** "Zoning permit" means a document issued by the zoning office to use land as designated in this ordinance. In addition to specific instances provided for herein, and unless otherwise provided for herein, a permit shall be required before beginning any construction, moving, rebuilding or material alteration of a structure or septic system.

SECTION 3.0 – ADMINISTRATION

3.1 Permits Required.

- 3.11 A permit is required for the construction of buildings or building additions (and including such related activities as construction of decks, patios within the building setback from the OHW and signs), the installation and/or alteration of sewage treatment systems, and those grading and filling activities not exempted by [Section 7.0](#) of this ordinance. Application for a permit shall be made to the Zoning Administrator on the forms provided. The application shall include the necessary information so that the Zoning Administrator can determine the site's suitability for the intended use and that a compliant sewage treatment system will be provided.
- 3.12 Any permit authorized requiring an onsite inspection by the Department shall stipulate that an identified nonconforming sewage treatment system, as defined by [Section 6.3](#), shall be reconstructed or replaced in accordance with the provisions of this ordinance with the following exception:
- A. Decks, patios and accessory structures less than 240 square feet in size that are not a water oriented structure – there will be no septic system upgrade requirements on permits for decks or patios unless the septic system is an imminent threat to public health and safety as defined in Minnesota Rules Chapter 7080.
- 3.13 A Natural Landscape Protection Plan shall be required as part of any construction permit. Said plan shall identify how erosion from the site will be controlled. A copy of the plan requirements can be obtained from the Zoning Administrator. It shall be a violation of this section to allow erosion into any water body.
- 3.14 Outstanding Violations. No permit(s) shall be issued to the landowner or property on which there is an unresolved violation of this Ordinance.
- 3.15 Contractors shall abide by all provisions of this Ordinance and shall be subject to its penalties. A contractor performing work for a landowner may be responsible for activities performed by the contractor that are in violation of this Ordinance. The landowner shall have the ultimate responsibility for remedying any violation regardless of a contractors action or inaction.

3.2 **Certificate of Zoning Compliance.** The Zoning Administrator shall issue a certificate of zoning compliance for each permitted activity requiring certification. All permitted activities as specified in Section 3.1 of the ordinance shall be inspected to ensure the use of land conforms to the requirements of this ordinance. Any use, arrangement, or construction at variance with that authorized by permit shall be deemed a violation of this ordinance and shall be punishable as provided in Section 2.3 of this ordinance.

3.21 Certificate of Compliance is required, as defined in [Section 6.32](#).

3.3 Variances.

3.31 Variances may only be granted in accordance with [Minnesota Statutes, Chapter 394](#). A variance shall not circumvent the general purposes and intent of this ordinance. No variance shall be granted that would allow any use that is prohibited in the zoning district in which the subject

property is located. Conditions may be imposed in the granting of a variance to ensure compliance and to protect adjacent properties and the public interest. In considering a variance request, the board of adjustment must also consider several factors, including but not limited to: is the variance in harmony with the general purposes and intent of the official control and consistent with the comprehensive plan, is the owner proposing to use the property in a reasonable manner not permitted by the official control, is the practical difficulty due to circumstances unique to this property, is the need for the variance created by actions other than the landowner or prior landowners, will the issuance of the variance maintain the essential character of the locality, and does the practical difficulty involve more than economic considerations.

After a practical difficulty has been determined, the Board of Adjustment may use the "Aitkin County Shoreland Performance" sheet as found in [Appendix III](#) to attempt to mitigate impacts to the water-body and/or adjoining properties.

- 3.32 The Board of Adjustment shall hear and decide requests for variances in accordance with the rules that it has adopted for the conduct of business. When a variance is approved after the Department of Natural Resources has formally recommended denial in the hearing record, the notification of the approved variance required in [Section 3.52](#) below shall also include the board of adjustment's summary of the public record/testimony and the findings of facts and conclusions which supported the issuance of the variance.
- 3.33 For existing developments, the application for variance must clearly demonstrate whether a conforming sewage treatment system is present for the intended use of the property. The variance, if issued, must require construction of a conforming sewage treatment system, and elimination of all nonconforming sewer systems.
- 3.34 All decisions by the Board of Adjustment in granting variances or in hearing appeals shall be final, except that any aggrieved person or person with proper standing or any Department, Board of Commissioners or the State shall have the right to appeal within thirty (30) days after receipt of notice of the decision, to the District Court in the County in which the land is located on Questions of law and fact.

3.4 Conditional Use Permit.

- 3.41 Conditional use permits shall only be granted in accordance with [Minnesota Statutes, Chapter 394](#), including the public hearing provisions thereof and the provisions of that statute shall apply to all conditional use permits issued under this ordinance.
- 3.42 Application for a conditional use permit shall be on forms provided by the Zoning Administrator, shall be signed by the owner of the property involved, and shall be submitted with such plans, maps and information as the Zoning Administrator determines necessary for evaluation of the application. The application for a conditional use permit must clearly demonstrate whether a conforming sewage treatment system is present for the intended use of the property. The conditional use permit, if granted, must require construction of a conforming sewage treatment system, and elimination of all nonconforming sewage treatment systems.
- 3.43 Application for a conditional use permit shall be granted by the Planning Commission only if the Planning Commission makes all the following findings:
 - A. That the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity, nor impair property values within the surrounding neighborhood;
 - B. That the proposed conditional use will not increase local or state expenditures in relation to costs of servicing or maintaining neighboring properties;

- C. That the location and character of the proposed conditional use are considered to be consistent with a desirable pattern of development for the locality in general;
 - D. That the proposed conditional use conforms to the comprehensive land use for the County;
 - E. That adjoining property owners, and others required to be given notice pursuant to [Minnesota Statutes, Chapter 394](#), have been given written notice pursuant to Minnesota Statutes, Chapter 394 of the proposed conditional use and of the hearing before the Planning Commission;
 - F. That other applicable requirements of this ordinance, or other ordinances of the County, have been met, including without limitation, Section 5.6 and 3.7 of this ordinance.
 - G. The requested use is not injurious to the public health, safety and general welfare.
- 3.44 In connection with the issuance of a conditional use permit the Planning Commission may impose such restrictions or conditions as it deems necessary to protect the public interest, to insure compliance and to protect adjacent properties, including, but not limited to, matters relating to appearance, lighting, hours of operation, performance characteristics, restoration and reclamation, and the delivery of bonds or other security for the proper completion and performance of any restrictions or conditions. Also, when deemed appropriate by the Planning Commission, recorded restrictive covenants may be required by the Planning Commission.
- 3.45 Any department, board or commission of the County or of the State of Minnesota or any person with proper standing may appeal any decision of the Planning Commission relative to a conditional use permit by writ of certiorari to the Minnesota Court of Appeals within thirty (30) days of the Planning Commission's final decision.
- 3.46 Revocation of a Conditional Use Permit**
- A. A conditional use permit may be revoked by the Planning Commission for good cause, upon due notice and hearing.
 - B. Good cause shall include any violation of the agreed upon conditions attached to the conditional use permit.
 - C. Notice of Intent to Revoke. A written notice of intent to revoke shall be prepared by the Aitkin County Zoning Officer or his/her representative. This notice shall include the following:
 - 1) Identity and address of the conditional use permit holder(s).
 - 2) Legal description of the property.
 - 3) The facts alleged to constitute good cause to revoke and the dates or approximate dates of alleged violation(s).
 - 4) The date, time, and place of the public hearing of the Planning Commission at which time revocation of said conditional use permit will be considered and determined.
 - 5) The right of said conditional use permit holder or his authorized representative to attend and be heard at said hearing.

3.5 Notifications to the Department of Natural Resources.

- 3.51 Copies of all notices of any public hearings to consider variances, amendments, or conditional uses under local shoreland management controls must be sent to the commissioner or the commissioner's designated representative and postmarked at least ten days before the hearings. Notices of hearings to consider proposed subdivisions/plats must include copies of the subdivision/plat.
- 3.52 A copy of approved amendments and subdivisions/plats, and final decisions granting variances or conditional uses under local shoreland management controls must be sent to the commissioner or the commissioner's designated representative and postmarked within ten days of final action.

3.6 Notification to the Mississippi Headwaters Board.

Copies of all notices of any public hearings to consider variances, conditional use permits, amendments and subdivision/plats that are located within 500 feet of the Mississippi River must be sent to the Mississippi Headwaters Board or designated representative and postmarked at least ten days before the hearings. Copies of the application and materials must be included with said notice.

3.7 Conditional Uses.

Conditional uses allowable within shoreland areas shall be subject to the review and approval procedures, and criteria and conditions for review of conditional uses established community-wide including those set out in [Section 3.4](#) of this Ordinance. The following additional evaluation criteria and conditions apply within shoreland areas:

3.8 Evaluation Criteria.

A thorough evaluation of the waterbody and the topographic, vegetation, and soils conditions on the site must be made to ensure:

- A. the prevention of soil erosion or other possible pollution of public waters, both during and after the term of the proposed use;
- B. the visibility of structures and other facilities as viewed from public waters is limited;
- C. the site is adequate for water supply and on-site sewage treatment if applicable; and
- D. the type, uses, and numbers of watercraft that the project will generate are compatible in relation to the suitability of public waters to safely accommodate these watercraft.

3.9 Conditions Attached to Conditional Use Permits.

The Aitkin County Planning Commission, upon consideration of the criteria listed above and the purposes of this ordinance, and upon making the findings set out in [Section 3.4](#) of this Ordinance, shall attach conditions and restrictions to the issuance of the conditional use permits pursuant to the provisions of Section 3.4 of this Ordinance. Such conditions may include, but are not limited to, those set out in Section 3.4 of this Ordinance and the following:

- A. increased setbacks from the ordinary high water level;
- B. reduction and limitation of noise, dust, lighting, signage, traffic and operation of any activity so as to protect adjacent properties and help preserve peace and tranquility in the locality of the use;
- C. the delivery to the County of such bonds or other security as the Planning Commission deems necessary to insure completion and fulfillment of any restrictions or conditions;
 - 1) limitations on the natural vegetation to be removed or the requirement that additional vegetation be planted; and
 - 2) special provisions for the location, design, and use of structures, sewage treatment systems, watercraft launching and docking areas, and vehicle parking areas.

SECTION 4.0 – SHORELAND CLASSIFICATION SYSTEM LAND USE DISTRICTS

4.1 Shoreland Classification System. The public waters of Aitkin have been classified below; consistent with the criteria found in [Minnesota Regulations, Part 6120.3000](#), and the [Protected Waters Inventory Map](#) for Aitkin County, Minnesota.

- 4.11 The classes of public waters are **Natural Environment Lakes**, **Recreational Development Lakes**, **General Development Lakes**, **Remote River Segments**, **Forested River Segments**, **Transition River Segments**, **Agricultural River Segments**, **Urban River Segments**, **Tributary River Segments** and **Public Waters/Public Waters Wetlands** as shown on the map in [Appendix VII](#), that are not listed as one of the lakes in [Section 4.13](#) of this Ordinance. All of the river classes except **Tributary** consist of all other watercourses that have been identified as being recreationally significant on a statewide basis. The **Tributary** class consists of all other watercourses identified in the protected waters inventory. General descriptions of each class follow:
- A. **Natural Environment (NE) Lakes** are generally small, often shallow lakes with limited capacities for assimilating the impacts of development and recreational use. They often have adjacent lands with substantial constraints for development such as high water tables, exposed bedrock, and unsuitable soils. These lakes, particularly in rural areas, usually do not have much existing development or recreational use. These lakes usually have less than 150 total acres and less than 60 acres per mile of shoreline, less than 3 dwellings per mile of shoreline and are less than 15 feet deep.
 - B. **Recreational Development (RD) Lakes** are generally medium-sized lakes of varying depths and shapes with a variety of landform, soil, and groundwater situations on the lands around them. They often are characterized by moderate levels of recreational use and existing development. Development consists mainly of seasonal and year-round residences and recreationally oriented commercial use. Many of these lakes have capacities for additional development and use. These lakes usually have between 60 and 225 acres of water per mile of shoreline, between 3 and 25 dwellings per mile of shoreline, and are over 15 feet deep.
 - C. **General Development (GD) Lakes** are generally large, deep lakes or lakes of varying sizes and depths with high levels and mixes of existing development. These lakes often are extensively used for recreation and, except for the very large lakes, are heavily developed around the shore. Second and third tiers of development are fairly common. The larger examples in this class can accommodate additional development and use. These lakes usually have greater than 225 acres of water per mile of shoreline, over 25 dwellings per mile of shoreline, and are over 15 feet deep.
 - D. **Remote River Segments** are primarily located in roadless, forested, sparsely populated areas of the northeastern part of the state. Common land uses include multiple-use forestry, some recreation facilities, and occasional seasonal or year-round residential. Low intensity recreational uses of these river segments and adjacent lands are common. This class has limited potential for additional development and recreational use due to land suitability and road access constraints.
 - E. **Forested River Segments** are located in forested, sparsely to moderately populated areas with some roads in the north-central part of the state. Predominant land uses include multiple-use forestry, some recreation facilities, seasonal residential, and, within commuting distances of several cities, some year-round residential. Low-intensity recreational uses of these rivers and adjacent lands are common. This class has substantial potential for additional development and recreational use.
 - F. **Tributary River Segments** consist of watercourses mapped in the Protected Waters Inventory that have not been assigned one of the river classes in items D to H. These segments have a wide variety of existing land and recreational use characteristics. The segments have considerable potential for additional development and recreational use, particularly those located near roads and cities.
 - G. **Public Waters/Public Waters Wetlands** that are not listed in Section [103450214.13](#) of this Ordinance are generally small, often shallow lakes/wetlands with limited capacities for assimilating the impacts of development and recreational use. See Section [5.14H](#) for regulations on these waters. For public waters/public waters wetlands as shown on the map in [Appendix VII](#),

that are not listed as one of the lakes in Section [103450214.13](#) of this Ordinance, the classification list found in Appendix A of the [Aitkin County Zoning Ordinance](#), shall be the use list.

- 4.12 The shoreland area for the waterbodies listed in sections [103450214.13](#) and [103450214.14](#) shall be as defined in Section [2.786](#) and as shown on the [Official Zoning Map](#).

4.13 **Aitkin County Lakeshore Classification:**

A. General Development (GD):

General Development (GD) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Big Sandy	1-62	Shamrock Libby Turner Workman	9,380	1980
Hill	1-142	Hill Lake	898	1978
Mille Lacs	48-2	Lakeside Wealthwood Hazelton Malmo	62,680	1979
Minnewawa	1-33	Shamrock	2,451	1980

B. Recreational Development (RD)

Recreational Development (RD) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Aitkin	1-40	Turner	850	1981
Ball Bluff	1-46	Cornish	185	1978
Big Pine	58-138	Wagner	85	1978
Cedar	1-209	Farm Island Aitkin	1,494	1978
Clear	1-93	Glen	590	1977
Dam	1-96	Glen Kimberly	633	1978
Diamond	1-171	Farm Island	80	1977
Elm Island	1-123	Nordland	656	1978
Esquagamah	1-147	Waukenab Unorg. 49-27	808	1977
Farm Island	1-159	Hazelton Farm Island	2,025	1978
Fleming	1-105	Fleming	326	1977
Glacier	1-42	Turner	139	1981
Gun	1-99	Fleming	735	1977
Hammal - (Bass)	1-161	Farm Island	393	1977
Hanging Kettle	1-170	Farm Island	320	1977
Hickory	1-179	Farm Island	183	1977
Horseshoe	1-34	Shamrock	252	1978
Island	1-22	Haugen	281	1978
Jenkins	1-100	Fleming	127	1977

Recreational Development (RD) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Lone	1-125	Nordland	437	1978
Long	1-89	Glen	433	1977
Moulton	1-212	Unorg. 49-27	199	1977
Nord	1-117	Nordland	414	1978
Pine	1-1	Wagner	391	1978
Pine, Big	1-157	Hazelton	646	1978
Pine, Little	1-176	Farm Island	126	1977
Rabbit	1-91	Glen	210	1977
Rat	1-77	Workman	442	1981
Ripple	1-146	Nordland Farm Island	676	1978
Rock	1-72	Jevne	366	1977
Round	1-23	Haugen Shamrock	571	1978
Round	1-137	Waukenabo	645	1977
Round	1-204	Hazelton	536	1978
Sandy River	1-60	Workman Shamrock	368	1980
Section 10 -	1-115	Nordland	440	1978
Section 12	1-120	Nordland	167	1978
Sissabagamah	1-129	Nordland Spencer	386	1981
Spirit	1-178	Farm Island	523	1977
Sugar	1-87	Malmo Glen	466	1977
Sunset	1-208	Farm Island	135	1978
Tame Fish	18-2	Hazelton	16	1981
Thornton - (Thorton)	1-174	Farm Island	186	1977
Townline	1-207	Farm Island	135	1977
Vanduse	1-58	Ball Bluff	233	1978
Waukenabo	1-136	Waukenabo	819	1977
Wilkins	1-102	Fleming	366	1977

C. Natural Environment (NE)

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Anderson	1-31	Shamrock	97	1981
Anderson	1-177	Farm Island	20	1981
Apple	1-180	Farm Island	27	1981
Avenue	1-191	Unorg. 29-27	29	1981
Bachelor	1-169	Farm Island	80	1981
Bass	1-63	Turner Libby	94	1981
Bass	1-183	Aitkin	53	1981
Bass	1-73	Jevne	60	1977
Bass	1-195	Unorg. 50-27 Unorg. 51-27	123	1981

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Bay	1-49	Cornish	60	1981
Bear	1-64	Idun	127	1978
Bible – (Hill)	1-144	Hill Lake	21	1981
Birch	1-206	Hazelton	231	1981
Blackface	1-45	Cornish	85	1981
Black Shadow	1-165	Farm Island	29	1981
Blackwater	1-198	Unorg. 51-27	29	1981
Blind	1-188	Unorg. 48-27	323	1981
Blue	1-181	Farm Island Aitkin	53	1981
Boot	1-55	Cornish	77	1981
Brown	1-78	Workman	97	1981
Brown	1-210	Libby		
Camp	1-32	Shamrock	23	1981
Camp	1-98	Kimberly	127	1981
Camp	1-155	Hazelton	60	1981
Carlson	1-166	Farm Island	33	1981
Cartie – (Kruny)	1-189	Unorg. 48-27	27	1981
Cedar	1-65	Idun	260	1978
Chamberlin -	1-145	Hill Lake	11	1981
Christmas	1-164	Farm Island	50	1981
Clear	1-106	Logan	123	1981
Coon	1-211	Unorg. 48-27	47	1981
Cranberry	1-11	Clark	19	1981
Cranberry	1-152	Hazelton	47	1981
Cranberry	1-202	Unorg. 52-27	130	1981
Cutaway	1-56	Cornish	123	1981
Davis	1-71	Jevne	150	1977
Deer	1-86	Malmo	47	1981
Dogfish	1-185	Aitkin	43	1981
Douglas	1-9	Clark	75	1981
Dummer	1-175	Farm Island	37	1981
Dutch	1-3	Salo	47	1981
Edna	1-213	Unorg. 50-27	220	1981
Edquist	1-119	Nordland	43	1981
Flowage, (Sandy)	1-61	Shamrock	720	1980
Four	1-162	Farm Island	47	1981
French	1-104	Fleming	155	1977
Gregg	1-158	Hazelton	27	1981
Hansen – (Hanson)	1-132	Spencer	200	1981
Hay	1-59	Ball Bluff	133	1981
Hill	1-168	Farm Island	23	1981
Holy Water	1-201	Unorg. 52-27	100	1981
Horseshoe	1-154	Hazelton	53	1981
Jay	1-7	Clark	12	1981
Johnson	1-94	Glen	20	1981
Johnson	1-131	Spencer	27	1981
Kangas	1-139	Macville	52	1981
Kelly	1-13	Clark	15	1981
Kingsley Pothole	1-138	Unorg. 50-26	33	1981

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Lagoon	1-79	Libby	23	1981
Landgren	1-172	Farm Island	27	1981
Langs	1-108	Unorg. 52-25	43	1981
Laurel	1-153	Hazelton	28	1981
Libby	1-80	Libby	77	1981
Lily	1-88	Glen	50	1981
Lily	1-187	Aitkin	20	1981
Linde	1-121	Nordland	30	1981
Lingroth – (Lindgroth)	1-128	Nordland	83	1978
Little Ball Bluff	1-57	Cornish Ball Bluff	37	1978
Little Blackface	1-48	Cornish	30	1981
Little McKinney – (Upper McKinney)	1-197	Unorg. 51-27	26	1981
Little Prairie	1-16	Balsam	78	1981
Little Red Horse	1-52	Cornish	30	1981
Little Sheriff	1-26	Spalding	43	1981
Little Spruce	1-150	Hazelton	40	1981
Long	1-47	Cornish	30	1981
Long	1-101	Fleming	40	1981
Long	1-173	Farm Island	50	1981
Loon – (Townline)	1-24	Balsam	32	1981
Mallard – (Rice)	1-149	Hazelton	354	1981
Mandy	1-68	Unorg. 47-24	107	1981
McKinney	1-199	Unorg. 51-27	65	1981
Monson – (Sjodin)	1-126	Nordland	50	1981
Moose	1-140	Macville	148	1981
Mud	1-6	Clark	15	1981
Mud	1-29	McGregor	484	1981
Mud	1-35	Shamrock	65	1981
Mud	1-194	Unorg. 50-27	135	1981
Muskeg	1-193	Unorg. 50-27	29	1981
Nelson	1-10	Clark	71	1981
Newstrom	1-97	Kimberly	97	1981
Olds	1-192	Unorg. 50-26	26	1981
Olson – (Ripple)	1-133	Spencer	17	1981
Otter	1-196	Unorg. 50-27 Unorg. 51-27	135	1981
Oxbow	1-81	Verdon	36	1981
Packer	1-135	Waukenabo	20	1981
Perkins	1-130	Spencer	20	1981
Perry	1-143	Hill Lake	24	1981
Pickerel	1-182	Aitkin	107	1981
Pine Island – (Pine)	1-167	Farm Island	60	1981
Poor Farm	1-184	Aitkin	28	1981
Porcupine	1-66	Unorg. 45-24	53	1981
Portage	1-69	Unorg. 47-24 Jevne	387	1977
Previs	1-141	Hill Lake	17	1981
Raspberry	1-118	Nordland	27	1981

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Rat House	1-53	Cornish	122	1981
Red	1-107	Logan	97	1981
Remote	1-38	Turner	135	1981
Remote	1-39	Turner	14	1981
Rice	1-5	Salo Clark	83	1981
Rice	1-30	McGregor	333	1981
Rice	1-67	Lee Unorg. 47-24	4,422	1981
Round	1-70	Jevne	188	1977
Sanders	1-205	Hazelton	36	1981
Sandabacka	1-4	Salo	30	1981
Sanders	1-76	Workman	55	1981
Savanna	1-14	Balsam	90	1981
Section 25	1-127	Nordland	48	1981
Seth	1-116	Nordland	133	1981
Sheriff	1-27	Spalding	97	1981
Shovel	1-200	Unorg. 51-27 Unorg. 52-27	230	1981
Shumway	1-15	Balsam	27	1981
Sitas	1-134	Waukenab	103	1981
Sixteen	1-124	Nordland	20	1981
Spectacle	1-156	Hazelton	107	1981
Split Rock	1-2	Unorg. 45-22	27	1981
Spring	1-90	Glen	30	1981
Spruce	1-8	Clark	26	1981
Spruce	1-151	Hazelton	80	1981
Starry	1-190	Unorg. 49-27	84	1981
Starvation	1-28	Spalding	81	1981
Stony	1-17	Balsam	52	1981
Studhorse	1-110	Unorg. 52-25	63	1981
Swamp	1-92	Glen	276	1981
Sweetman – (Dagle)	1-122	Nordland	30	1981
Tarr	1-186	Aitkin	25	1981
Taylor	1-109	Unorg. 52-25	53	1981
Taylor	1-163	Farm Island	50	1981
Terry	18-162	Unorg. 48-27	32	1981
Third Guide	11-1	Unorg. 52-27	19	1981
Thirty-One	1-114	Glen Nordland	40	1981
Three	1-160	Farm Island	107	1981
Tiesen	1-44	Turner Turner	30	1981
Townline	1-83	Jevne Fleming	80	1977
Turner	1-74	Jevne	63	1981
Turtle	1-113	Glen Nordland	53	1981
Twenty	1-85	Malmo	153	1981
Twenty-One	1-25	White Pine	50	1981

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
Twin – (Ude)	1-41	Turner	26	1981
Wakefield	1-36	Turner	171	1981
Washburn	1-111	Unorg. 52-25	73	1981
White Elk	1-148	Unorg. 50-26	780	1981
White Elk		Unorg. 50-27		
Whispering	1-103	Fleming	23	1978
Wolf	1-19	Balsam Unorg. 51-22	168	1981
Unnamed	1-12	Clark	18	1981
Unnamed	1-20	Unorg. 51-22	19	1981
Unnamed	1-21	Unorg. 52-22	17	1981
Unnamed	1-37	Turner	19	1981
Unnamed	1-43	Turner	26	1981
Unnamed	1-50	Cornish	10	1981
Unnamed	1-54	Cornish	15	1981
Unnamed	1-82	Verdon	39	1981
Unnamed – (Sugar)	1-84	Malmo	23	1977
Unnamed	1-95	Glen	16	1981

4.14 Rivers and Streams Classifications.

All rivers and streams in Aitkin County having a total drainage area of greater than two (2) square miles and not assigned a river class or zoning map, are assigned a River Classification of tributary.

The following streams are presently designated as official trout streams and must meet lot size, structure and sewer setbacks for Forested Rivers:

Libby Brook: S. 5, 6; T. 50; R. 23 & S. 1, 2; T. 50; R. 24.
 Long Lake Creek: S. 10, 15; T. 46; R. 25.
 Morrison Brook: S. 4, 9, 10, 14, 15; T. 52; R. 26.
 Two Rivers Springs: S. 19; T. 51; R. 23 & S. 24, 25, 26; T. 51; R. 24.

- A. **Mississippi River** – Shoreland that falls within the corridor shall be governed by the Mississippi Headwaters Board Management Plan except where this ordinance is more restrictive, a copy of which is hereby adopted by reference.
- B. **Mississippi River Diversion Channel** – Land that falls within the channel and accompanying easements are governed by separate regulations.

C. Remote Rivers:

Remote River Name	Legal Description	
	From	To
Rice	Boundary of Rice L. Natl. Wildlife Refuge In Sec. 30, T47N, R23W	Boundary of Rice L. Natl. Wildlife Refuge In Sec. 18, T47N, R24W
Snake	Co. Rd. bridge in Sec. 21, T43N, R23W	Border of Aitkin and Kanabec Counties

D. Forested Rivers:

Forested River Name	Legal Description	
	From	To
Swan	Border of Aitkin and Itasca Counties	Confluence with Mississippi R. in Sec. 9, T52N, R23W
Willow	North section line, Sec. 3, T51N, R27W	East section line, Sec. 16, T51N, R26W
	Center, Sec. 30, T51N, R24W	Center, Sec. 6, T50N, R24W
	North section line, Sec. 31, T50N, R24W	Confluence with Mississippi R. in Sec. 2, T48N, R26W
Rice	SE $\frac{1}{4}$ Sec. 24, T46N, R24W	Boundary of Rice L. Natl. Wildlife Refuge in Sec. 30, T47N, R23W
	Boundary of Rice L. Natl. Wildlife Refuge in Sec. 18, T47N, R24W	Confluence with Mississippi R. in Sec. 4, T47N, R26W
Ripple	Outlet of Spirit L. in Sec. 26, T46N, R27W	East section line, Sec. 35, T46N, R27W
	SW $\frac{1}{4}$ Sec. 26, T46N, R26W	Confluence with Mississippi R. in Sec. 24, T47N, R27W
Snake	SE $\frac{1}{4}$ Sec. 2, T44N, R23W	South section line, Sec. 28, T45N, R23W
	NE $\frac{1}{4}$ Sec. 17, T44N, R23W	Co. Rd. bridge in Sec. 21, T43N, R23W

E. Tributary Streams – All protected watercourses in the area shown on the Protected Waters Inventory Map for Aitkin County, a copy of which is hereby adopted by reference, not given a classification in Items A-D above shall be considered “Tributary”.

4.2 Land Use District Descriptions.

- 4.21 Purpose - To identify land uses that are compatible with the protection and preservation of shoreline resources in order to conserve the economic and environmental values of shoreland and sustain water quality.
- 4.22 “C” appearing in the table for any use means that the use will be permitted in that district only if the Planning Commission issues a **Conditional or Interim Use Permit**.
- “P”, means that the use is allowed with a **permit** in the zone district subject to the general provisions of the zoning ordinance.
- “NP” means that the use is **not permitted**. For uses not included on this list, application shall be made to the Board of Adjustment for Interpretation.
- 4.23 Industrial Use: Any type of manufacturing of goods, products, or commodities intended for wholesale purpose. A detailed statement including volume of operation and site layout must be submitted to the Zoning Office prior to permit application.
- 4.24 For public waters/public waters wetlands as shown on the map in [Appendix VII](#), that are not listed as one of the lakes in Section [103450214.13](#) of this Ordinance, the classification list found in Appendix A of the [Aitkin County Zoning Ordinance](#), shall be the use list. (**moved up- previously in 4.24 after the classification list**)

4.25 Classification List for Land Uses:

Land Uses	General Development (Tributary)	Recreational Development (Forested)	Natural Environment (Remote)
Acoustical material, mfg., storage	C	C	NP
Adult entertainment businesses	NP	NP	NP
Ag. Imp., distr., display, rep., sale	C	C	NP
Airport	NP	NP	NP
Airport, sea base	C	C	C
Amusement park	C	C	NP
Animal hospital	NP	NP	NP
Antique Sales	C	C	C
Antique displays, auto., mach., etc.	C	C	NP
Appl. Repair, sm. Household and/or sales	C	C	NP
Armory	NP	NP	NP
Asphalt and products processing, petroleum contaminated soil treatment plant	NP	NP	NP
Association (clubs, lodges) private	C	C	C
Athletic club	C	C	C
Athletic field	C	C	C
Auditorium, assembly hall	C	C	NP
Auto & truck sale, repair part, body shop	C	C	NP
Baker mfg., sales (sm. Home operation)	C	C	C
Baked goods, mfg. (industrial type)	NP	NP	NP
Bank and trust co., loan co.	C	NP	NP
Bar, saloon, cocktails, tavern	C	C	C
Beauty shop	C	C	C
Bed and breakfast	C	C	C
Beverage, wholesale and storage	NP	NP	NP
Bicycle, snowmobile, rep. And sales	C	C	C
Billboard, advertising display	C	C	NP
Bottled gas, storage, distribution	C	C	NP
Bowling alley	C	C	NP
Bldg. Contractor, large equip. warehouse	NP	NP	NP
Bldg. Contractor, light, res. And gen.	C	C	C
Bldg. Materials, storage and sales	C	C	NP
-Brewery Brew Pub	NP C	NP C	NP
Broadcasting studio (radio & TV)	C	C	NP
Bus line, depot, garage, repair	NP	NP	NP
Bus storage (school, private)	C	C	C
Business Office, general	C	C	C
Business Office, professional	C	C	C
Café, restaurant, supper club	C	C	C
Cannabis Cultivation	NP	NP	NP
Cannabis Delivery Service	C	C	C
Cannabis Manufacturer	NP	NP	NP
Cannabis Retailer	C	C	C
Cannabis Transporter	C	C	C
Cannabis Wholesaler	NP	NP	NP
Lower-Potency Hemp Edible Manufacturer	NP	NP	NP
Lower-Potency Hemp Edible Retailer	P	P	P
Temporary Cannabis Event	NP	NP	NP
Campground (private, public)	C	C	C
Carpenter shop & power woodworking	C	C	C
Carpet & rugs, sales & storage	C	C	C
Carwash	NP	NP	NP
Casino	C	C	NP
Cement, concrete, mfg., sales, storage	C	C	NP

Land Uses	General Development (Tributary)	Recreational Development (Forested)	Natural Environment (Remote)
Cemetery (except family burial)	C	C	NP
Childcare center, playschool	C	C	C
Church, synagogue	C	C	C
Coin machine, rental & service	C	C	NP
College	C	C	NP
Community Center, Town Hall	C	C	C
Computer Graphics, Computer Businesses	C	C	C
Conservation Subdivision	C	C	C
Convent	C	C	NP
Curio & souvenir shop	C	C	NP
Dairy farm (exclusive of residence)	C	C	NP
Dairy products, sales & storage	C	C	C
Dance hall, pavilion	C	C	C
Data Center	NP	NP	NP
Dog pound, kennel	NP	NP	NP
Drive-in Restaurant	C	C	NP
Drive-in Theater	NP	NP	NP
Driving range, golf	C	C	C
Dry cleaning, bulk processing	C	C	NP
Dwelling, single family (mobile)	P	P	P
Dwelling, two family	C	C	C
Electric co., yards, substation	C	C	NP
Elevators, grain, corn, etc.	NP	NP	NP
Essential services	P	P	P
Exotic Animals	NP	NP	NP
Explosives, storage, distribution	NP	NP	NP
Express co., warehouse, garage	NP	NP	NP
Fairground	NP	NP	NP
Farm (commercial)	C	C	C
Farm, hobby	C	C	C
Farm Winery	C	C	NP
Feed lot	NP	NP	NP
Feed, storage & sales	C	C	NP
Fertilizer, natural or processed except explosive, storage or sales	NP	NP	NP
Fertilizer (anhydrous ammonia), storage or sales	NP	NP	NP
Firearms Dealer	C	C	C
Fire station, fire tower	C	C	C
Fish or meat sales	C	C	C
Fish hatchery, fish farm, public, private	C	C	C
Fish house storage area	C	C	NP
Florist, greenhouse, nursery & sales	C	C	C
Forestland, private, commercial, public	P	P	P
Frozen food, cold storage locker	C	C	C
Fur farm, preparation, storage	NP	NP	NP
Game preserve, sanctuary	C	C	C
Game farm (with hunting)	NP	NP	C
Garage, public storage	C	C	NP
Garage sale	P	P	P
Gasoline – commercial retail	C	C	C
Golf course	C	C	C
Gravel pit, crushing operation, screening	C	C	C
Gravel pit, asphalt, ready mix, processing operation	NP	NP	NP
Grocery (with bait)	C	C	C
Group home (handicapped) 7 or more residents	C	C	C
Half-way house – 7 or more residents	C	C	C
Home, old age, children, nursing, maternity 7 or more residents	C	C	C

Land Uses	General Development (Tributary)	Recreational Development (Forested)	Natural Environment (Remote)
Home occupation	P	P	P
Hospital, public & private	C	C	NP
Housing, group or cluster (PUD)	C	C	C
Ice, manufacturing, sales	C	C	C
Ice skating rink – outdoor & public	C	C	C
Industrial park	NP	NP	NP
Industrial uses – see 2.745	NP	NP	NP
Junk & salvage yard, outside motor vehicle storage	NP	NP	NP
Laboratory research	C	C	NP
Laundry, bulk processing	NP	NP	NP
Laundromat	C	C	C
Liquor, off-sale	C	C	C
Lumber yard, retail	C	C	NP
Machine shop	C	C	NP
Marine, marina	C	C	NP
Meat processing, locker plant	C	C	NP
Micro-distillery	C	C	NP
Mineral exploration	C	C	C
Mining, quarry, equipment, crushing, etc.	C	C	NP
Mobile home, seasonal or travel trailer (temporary)	P	P	P
Mobile home park	C	C	NP
Motel, hotel	C	C	NP
Museum, historical display	C	C	NP
Oil products, fuel storage (bulk)	NP	NP	NP
Paper & wood products, processing	C	NP	NP
Park, playground (no overnight camping)	P	P	C
Pipe, culvert, mfg.	NP	NP	NP
Pipe line, gas, oil, etc.	C	C	C
Professional office, doctor, etc.	C	C	C
Public building, including utility plant	C	C	C
Race track	NP	NP	NP
Radio, TV transmitting station, telecommunication towers	C	C	C
Ready mix, concrete plant	NP	NP	NP
Retail stores, sales (not specified)	C	C	C
Resort, rental cabins, incl. Residence	C	C	C
Rice farm, paddy, cranberry farm	C	C	C
Roadside park, rest (no overnight)	P	P	C
Roller skating rink, indoor ice skating	C	C	NP
Sauna, steambath	C	NP	NP
Sawmill	C	C	NP
Sawmill portable (temporary)	C	C	C
School, public & private	C	C	NP
School, commercial	C	C	NP
Second hand store, flea market	C	C	NP
Septic tank mfg.	NP	NP	NP
Sewage Treatment Plant	C	C	C
Shopping center	NP	NP	NP
Shooting range (indoor & outdoor), trap, skeet, rifle, archery	C	C	C
Silk Screening	C	C	C
Slaughter house	NP	NP	NP
Solar Energy System-Ground Mount	P	P	P
Solar Energy System-Community Solar Garden	NP	NP	NP
Solar Energy System-Solar Farm	NP	NP	NP
Solid waste disposal site	NP	NP	NP
Solid waste transfer station	NP	NP	NP
Swimming pool, public	C	C	NP
Tannery	NP	NP	NP
Taxidermist	C	C	C

Land Uses	General Development (Tributary)	Recreational Development (Forested)	Natural Environment (Remote)
Tire, repair, equipment supplies, sales	C	C	NP
Timber harvest, logging operation	P	P	P
Upholstering	C	C	C
Vacation/Short-Term Private Home Rental	C	C	NP C
Water reservoir and related facility	C	C	C
Water treatment plant	C	C	C
Welding shop	C	C	NP
Wood products, secondary (pallet, etc.)	C	C	NP

SECTION 5.0 – SPECIAL LAND USE PROVISIONS for Commercial, Industrial, Public/Semipublic, Agricultural, Forestry and Extractive Uses and Mining of Metallic Minerals and Peat – (Moved from previously subpart 5.6)

5.1 Standards for Commercial, Public, and Semipublic Uses.

- 5.11 Surface-water oriented commercial uses and public or semipublic uses with similar needs to have access to and use of public waters may be located on parcels or lots with frontage on public waters. Those uses with water-oriented needs must meet the following standards:
- In addition to meeting impervious coverage limits, setbacks, and other zoning standards in this ordinance, the uses must be designed to incorporate topographic and vegetative screening of parking areas and structures;
 - Uses that require short-term watercraft mooring for patrons must centralize these facilities and design them to avoid obstructions of navigation and to be the minimum size necessary to meet the need; and
 - Uses that depend on patrons arriving by watercraft may use signs and lighting to convey needed information to the public, subject to the following general standards:
 - No advertising signs or supporting facilities for signs shall be placed in or upon public waters. Signs conveying information or safety messages may be placed in or on public waters by a public authority or under a permit issued by the county sheriff;
 - Signs may be placed, when necessary, within the shore impact zone if they are designed and sized to be the minimum necessary to convey needed information. They must only convey the location and name of the establishment and the general types of goods or services available. The signs must not contain other detailed information such as product brands and prices, must not be located higher than ten feet above the ground, and must not exceed 32 square feet in size. If illuminated by artificial lights, the lights must be shielded or directed to prevent illumination out across public waters; and
 - Other outside lighting may be located within the shore impact zone or over public waters if it is used primarily to illuminate potential safety hazards and is shielded or otherwise directed to prevent direct illumination out across public waters. This does not preclude use of navigational lights.

- 5.12 Uses without water-oriented needs must be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must be either set back double the normal ordinary high water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf-on conditions.

5.2 Agriculture Use Standards.

- 5.21 General cultivation farming, grazing, livestock watering areas, nurseries, horticulture, truck farming, sod farming and wild crop harvesting are permitted uses if steep slopes and shore and bluff impact

zones are maintained in permanent vegetation or operated under an approved conservation plan (Resource Management Systems) consistent with the field office technical guides of the local soil and water conservation districts or Natural Resource Conservation Service, as provided by a qualified individual or agency. The shore impact zone for parcels with permitted agricultural land uses is equal to a line parallel to and 50 feet from the ordinary high water level.

- 5.22 Animal feedlots must meet the following standards:
 - A. Modifications or expansions to existing feedlots that are located within 300 feet of the ordinary high water level or within a bluff impact zone are only allowed if they do not further encroach into the existing ordinary high water level setback or encroach on bluff impact zones and meet all other applicable restrictions.
 - B. New feedlots must not be located in shoreland.
- 5.23 Use of fertilizer, pesticides, or animal wastes within shorelands must be done in such a way as to minimize impact on the shore impact zone or public water by proper application or use of earth or vegetation.

5.3 Forest Management Standards.

- 5.31 The harvesting of timber and associated reforestation must be conducted consistent with the provisions of the Minnesota Nonpoint Source Pollution Assessment-Forestry and the provisions of Water Quality in Forest Management "Best Management Practices in Minnesota," and with standards, requirements, details and specifics now or hereinafter set out in the Vegetative Management Provisions cited in "A Management Plan for the Upper Mississippi River, Mississippi Headwaters Board". A Forest Management Plan must be submitted to and approved by the Aitkin County Soil and Water Conservation District for timber harvesting within 200 feet of the ordinary high water level.
- 5.32 Forest land conversion to another use requires issuance of a conditional use permit and adherence to the following standards:
 - A. Shore and bluff impact zones must not be intensively cleared of vegetation; and
 - B. An erosion and sediment control plan shall be submitted to and approved by the Aitkin County Soil and Water Conservation District before issuance of a conditional use permit for the conversion.
- 5.33 Use of fertilizer, pesticides, or animal wastes within shorelands must be done in such a way as to minimize impact on the shore impact zone or public water by proper application or use of earth or vegetation.

5.4 Extractive Use Standards.

- 5.41 Sand and Gravel Pits. Extraction of top soils, sand, gravel, aggregate materials and minerals is a conditional use in the shoreland areas of Aitkin County, only if a conditional use permit is authorized pursuant to the provisions of Section [3.4](#) of this ordinance, and then only if all of the following standards and requirements are met:
 - A. Preparation and approval by Aitkin County Zoning Office of a site development and restoration plan for each use developed after the effective date of this ordinance (January 21, 1992). The plan must address each of the following:
 - 1) Dust control
 - 2) Noise control
 - 3) Discharge of materials that may be pollutants
 - 4) Hours of Operation, dates of operation and duration of activity
 - 5) Anticipated vegetative alterations

- 6) Anticipated topographic alterations
- 7) Proposed mitigation of effects on wildlife
- 8) Proposed mitigation of effects on erosion
- 9) Proposed mitigation for cultural sites
- 10) Rehabilitation of site after use expires
- 11) Alternate existing gravel sites
- 12) Depth of excavation
- 13) Depth of water table.

Extractive uses and crushing operations shall not be permitted within 500 feet of the ordinary high water mark or within 30 feet of the top of a bluff as determined by the Aitkin County Soil and Water Conservation District. Crushing operations are permitted only on a temporary basis not to exceed 30 working days within a 2-month period and are permitted between the hours of 7:00 am to 7:00 pm, Monday through Friday. Processing of ready mix concrete, asphalt, and hot mix materials are not permitted in the shoreland.

- B. Owners or other persons controlling sites that have been in operation prior to the effective date of this ordinance pursuant to duly and validly issued permits and licenses which are still in force as of the effective date of this ordinance, shall prepare a rehabilitation plan for the site addressing mitigation of the effects on erosion and sedimentation and restoration of the site and shall conform to fulfill such plans.
- C. The standards, requirements, criteria and conditions of Section 3.7 of this ordinance, if the use is within a shoreland.
- D. All other standards, requirements, details and specifics now or hereafter set out in the [Aitkin County Mining and Reclamation Ordinance](#).

- 5.42 Setbacks for Processing Machinery. Processing machinery must be located consistent with setback requirements for structures from ordinary high water levels of public waters and from bluffs.

5.5 **Mining of Metallic Minerals and Peat.** Mining of metallic minerals and peat, as defined in [Minnesota Statutes, sections 93.44 to 93.51](#), shall be a conditional use provided the provisions of Minnesota Statutes, sections 93.44 to 93.51, are satisfied.

5.6 **Rice and Cranberry Farms.** Farming practices such as are commonly used in rice or cranberry paddies which requires that the farmland or paddies be flooded and drained each year are a conditional use in the shoreland areas of Aitkin County if a conditional use is authorized pursuant to the provisions of Section [3.4](#) of this ordinance, and then only if all of the following standards and requirements are met:

- A. Preparation and approval of the Aitkin County Soil and Water Conservation District Office and the Aitkin County Zoning Office of a site development plan for each use developed after the effective date of this ordinance (January 21, 1992). The plan must address each of the following points:
 - 1) Anticipated topographic alterations;
 - 2) Anticipated vegetative alterations;
 - 3) Proposed mitigation for cultural sites;
 - 4) Discharge of nutrients, other materials or water into, or that may eventually enter, public waters, that may degrade the quality of lakes or cause, or increase aquatic plant or algal growth, in lakes;
 - 5) Discharge of pollutants including pesticides which are approved for use by appropriate federal and state agencies;
- B. The standards, requirements, criteria and conditions of Section [3.4](#) of this Ordinance.

SECTION 5.0 6.0 – ZONING AND WATER SUPPLY/SANITARY PROVISIONS

6.1 Lot Area and Width Standards. The lot area (in square feet) and lot width/frontage standards (in feet) for single, duplex, triplex and quad residential lots created after the date of enactment of this ordinance for the lake and river/stream classifications are the following: The minimum lot width dimension beyond the building setback line shall be 50% of the required lot width.

6.11 Unsewered Lakes:

A. General Development - Unsewered:

Lot Type	Riparian Lot Area (sf)	Riparian Lot Width (ft)	Nonriparian Lot Area (sf)	Nonriparian Lot Width (ft)
Single	20,000	100	40,000	150
Duplex	40,000	180	80,000	265
Triplex	60,000	260	120,000	375
Quad	80,000	340	160,000	490

B. Recreational Development - Unsewered:

Lot Type	Riparian Lot Area (sf)	Riparian Lot Width (ft)	Nonriparian Lot Area (sf)	Nonriparian Lot Width (ft)
Single	40,000	150	40,000	150
Duplex	80,000	225	80,000	265
Triplex	120,000	300	120,000	375
Quad	160,000	375	160,000	490

C. Natural Environment - Unsewered:

Lot Type	Riparian Lot Area (sf)	Riparian Lot Width (ft)	Nonriparian Lot Area (sf)	Nonriparian Lot Width (ft)
Single	80,000	200	80,000	200
Duplex	120,000	300	160,000	400
Triplex	160,000	400	240,000	600
Quad	200,000	500	320,000	800

6.12 Sewered Lakes:

A. General Development - Sewered:

Lot Type	Riparian Lot Area (sf)	Riparian Lot Width (ft)	Nonriparian Lot Area (sf)	Nonriparian Lot Width (ft)
Single	20,000	100	20,000	100
Duplex	40,000	180	40,000	180
Triplex	60,000	260	60,000	260
Quad	80,000	340	80,000	340

B. Recreational Development- Sewered:

Lot Type	Riparian Lot Area (sf)	Riparian Lot Width (ft)	Nonriparian Lot Area (sf)	Nonriparian Lot Width (ft)
Single	20,000	100	20,000	100
Duplex	40,000	180	40,000	180
Triplex	60,000	260	60,000	260
Quad	80,000	340	80,000	340

C. Natural Environment - Sewered:

Lot Type	Riparian Lot Area (sf)	Riparian Lot Width (ft)	Nonriparian Lot Area (sf)	Nonriparian Lot Width (ft)
Single	40,000	125	20,000	125
Duplex	70,000	225	40,000	220
Triplex	100,000	325	60,000	315
Quad	130,000	425	80,000	410

- 6.13 **River/Stream Lot Width and Area Standards.** The minimum lot width (in feet) and area standards for single, duplex, triplex and quad residential developments for the six river/stream classifications are:

Lot Type	Remote		Forested		Tributary		
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)	Lot Width (ft)
Single	80,000	300	60,000	200	40,000	100	75
Duplex	120,000	450	90,000	300	60,000	150	115
Triplex	160,000	600	120,000	400	80,000	200	150
Quad	200,000	750	150,000	500	100,000	250	190

6.14 **Additional Special Provisions.**

- A. Residential subdivisions with dwelling unit densities exceeding those in the tables in Section 6.12 and 6.13 can only be allowed if designed and approved as residential planned unit developments under Section 7.0 of this ordinance. Only land above the ordinary high water level of public waters can be used to meet lot area standards, and lot width standards must be met at both the ordinary high water level and at the building line. The Sewered lot area dimensions in section 6.12 can only be used if publicly owned sewer system service is available to the property.
- B. Subdivisions of duplexes, triplexes, and quads on Natural Environment Lakes must also meet the following standards:
- 1) each building must be set back at least 200 feet from the ordinary high water level;
 - 2) each building must have common sewage treatment and water systems in one location and serve all dwelling units in the building;
 - 3) watercraft docking facilities for each lot must be centralized in one location and serve all

dwelling units in the building; and

- 4) no more than 25 percent of a lake's shoreline can be in duplex, triplex, or quad developments.
- C. One guest cottage may be allowed on lots meeting or exceeding the duplex lot area and width dimensions presented in Sections [6.11 - 6.13](#), provided the following standards are met:
- 1) for lots exceeding the minimum lot dimensions of duplex lots, the guest cottage must be located within the smallest duplex-sized lot that could be created including the principal dwelling unit;
 - 2) a guest cottage must not cover more than 700 square feet of land surface (excluding deck) and must not exceed 15 feet in height. and In addition to all other restrictions, and as of June 1, 2005, the building/**structure** coverage shall not exceed 15% of the lot area and the total impervious surface coverage shall not exceed 25% of the lot area.
 - 3) a guest cottage must be located or designed to reduce its visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer leaf-on conditions.
- D. Lots intended as controlled accesses to public waters or as recreation areas for use by owners of nonriparian lots are permissible and must meet or exceed the following standards:
- 1) they must meet the width and size requirements for residential lots, and be suitable for the intended uses of controlled access lots.
 - 2) if docking, mooring, or over-water storage of more than six (6) watercraft is to be allowed at a controlled access lot, then the width of the lot (keeping the same lot depth) must be increased by 25 percent for each watercraft beyond six.
 - 3) they must be jointly owned by all purchasers of lots in the subdivision or by all purchasers of nonriparian lots in the subdivision who are provided riparian access rights on the access lot; and
 - 4) covenants or other equally effective legal instruments must be developed that specify which lot owners have authority to use the access lot and what activities are allowed. The activities may include watercraft launching, loading, storage, beaching, mooring, or docking. They must also include other outdoor recreational activities that do not significantly conflict with general public use of the public water or the enjoyment of normal property rights of adjacent property owners. Examples of the non-significant conflict activities include swimming, sunbathing, or picnicking. The covenants must limit the total number of vehicles allowed to be parked and the total number of watercraft allowed to be continuously moored, docked, or stored over water, and must require centralization of all common facilities and activities in the most suitable locations on the lot to minimize topographic and vegetation alterations. They must also require all parking areas, storage buildings, and other facilities to be screened by vegetation or topography as much as practical from view from the public water, assuming summer, leaf-on conditions.

Access for non-riparian lots can only be through a controlled access lot. Easements or other instruments drafted for non-riparian lot owners to allow access to public waters shall be prohibited.

E. Recreational Camping Vehicle Use Standards:

- 1) Recreational camping vehicles shall not be used as a principal structure.

- 2) Any recreational camping vehicle that is on a parcel of land, that does not have a principal dwelling unit, for more than 180 days out of a 365 day period, shall be considered a structure and shall conform to the requirements of this Ordinance.
- 3) No more than one recreational camping vehicle may use provision number 2 above. If a lot meets the duplex lot size requirements in Section [6.11](#) then a second recreational camping vehicle would be allowed under number 2 above.
- 4) A parcel of land that has a principal dwelling unit may use one recreational camping vehicle. The recreational camping vehicle is not to be used for rent or commercial purposes. Sewage and/or wastewater shall not be discharged to an unapproved individual sewage treatment system or to the ground surface.
- 5) No more than two recreational camping vehicles may be stored on a parcel of land and only at a location meeting all structural setback distance requirements. Recreational camping vehicles that are being stored inside an accessory structure are excluded from this subsection.
- 6) A fully licensed recreational camping vehicle meeting all requirements of this section, may be used as an occasional sleeping facility and must meet all structural setback distance and septic system requirements.
- 7) All recreational camping vehicles, being stored outside, must be fully licensed within state requirements for transportation purposes.

F. Home occupations must be consistent with the following provisions:

- 1) Conduct of the home occupation shall not change the residential character thereof and shall be conducted within the home.
- 2) Signage shall consist of no more than one single or double-faced sign with a maximum area of two square feet per side.
- 3) No outdoor display of goods.
- 4) Except for goods or articles produced on the premises, no stock in-trade shall be sold on the premises.
- 5) Additional need for parking generated by the home occupation shall be limited to three spaces and shall meet all required setback distances.
- 6) All home occupations shall conform to Section [103450214.25](#) (must not be a non-permitted use).
- 7) Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home.
- 8) No outside storage is permitted.
- 9) The home occupation shall not generate sewage of a nature or type that exceeds the allowable strength limits to be discharged to an Individual Sewage Treatment System as established by the Minnesota Pollution Control Agency.

G. Outside Motor Vehicle Storage Standards:

- 1) Outside storage of unlicensed motor vehicles and/or parts is not permitted where the waste, body or discarded material is equal in bulk to two (2) or more motor vehicles or a volume of 1440 cubic feet, whichever is less.
- 2) All outside storage of unlicensed motor vehicles and/or parts must meet setback distance requirements of this Ordinance.

H. For public waters/public waters wetlands as shown on the map in [Appendix VII](#), that are not

listed as one of the lakes in Section [103450214.13](#) of this Ordinance, the structure and septic system setback distance requirements shall be the same as for a Natural Environment Lake. No other provision of this Ordinance shall apply to the above-mentioned public waters/public waters wetlands.

6.2 Placement, Design, and Height of Structures.

- 6.21 **Placement of Structures on Lots.** When more than one setback applies to a site, structures and facilities must be located to meet all setbacks. Where dwelling units exist on the adjoining lots on both sides of a proposed dwelling site, dwelling setbacks may be altered without a variance to a point twenty (20) feet landward from the adjacent development (from the dwelling unit not including decks or patios) shoreline average to the ordinary high water level, provided the proposed dwelling site is not located in the shore impact zone or bluff impact zone. The existing structure on adjoining lots must be of a quality such that a reasonable and prudent person would use the same for the purpose of habitation, and must not be a recreational camping vehicle, guest cottage or accessory structure. Structures shall be located as follows.

- A. OHWL Setbacks. Structures and On-site Sewage System Setbacks (in feet) from the Ordinary High Water Level:

Waterbody Classification	Structures Unsewered	Structures Sewered	Sewage Treatment Systems
Natural Environment Lakes	150	150	150
Recreational Development Lakes	100	75	75
General Development Lakes	75	75	75
Remote Rivers	200	200	150
Forested Rivers	150	150	100
Tributary Rivers	100	75	75

**The shore impact zone for Natural Environmental Lakes is 75 feet and 50 feet for both Recreational Development Lakes and General Development Lakes.*

**One water-oriented accessory structure designed in accordance with Section [6.22](#) of this ordinance may be set back a minimum distance of ten (10) feet from the ordinary high water level.*

- B. Additional Structure Setbacks. The following additional structure setbacks apply, regardless of the classification of the waterbody:

Setback from:	Setback (ft)
Top of bluff	30
Unplatted cemetery	50
Right-of-way line of federal, state, or county highway	50
Right-of-way line of town road, public street, private road easement, or other roads or streets not classified.	30
Property line, alley, boulevard	10

- C. Bluff Impact Zones. Structure and accessory facilities, except stairways and landings, must not be placed within bluff impact zones.

- D. Uses Without Water-oriented Needs. Commercial, public, and semi-public uses without water-oriented needs must be located on lots or parcels without public water frontage, or, if

located on lots or parcels with public waters frontage, must either be setback double the ordinary high water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf on conditions.

6.22 Design Criteria for Structures.

- A. High Water Elevations. Structures must be placed in accordance with any floodplain regulations applicable to the site. Where these controls do not exist, the elevation to which the lowest floor, including basement or crawl space, is placed or flood-proofed must be determined as follows:
 - 1) for lakes, by placing the lowest floor at a level at least three feet above the highest known water level, or three feet above the ordinary high water level, whichever is higher.
 - 2) for rivers and streams, by placing the lowest floor at least three feet above the flood of record, if data is available. If data is not available, by placing the lowest floor at least three feet above ordinary high water level, or by conducting a technical evaluation to determine effects of proposed construction upon flood stages and flood flows and to establish a flood protection elevation. Under all three approaches, technical evaluations must be done by a qualified engineer or hydrologist consistent with parts 6120.5000 to 6120.6200 governing the management of flood plain areas. If more than one approach is used, the highest flood protection elevation determined must be used for placing structures and other facilities; and
 - 3) water-oriented accessory structures may have the lowest floor placed lower than the elevation determined in this item if the structure is constructed of flood-resistant materials to the elevation, electrical and mechanical equipment is placed above the elevation and, if long duration flooding is anticipated, the structure is built to withstand ice action and wind-driven waves and debris.
- B. Water-Oriented Accessory Structures. Each tract of land which meets the size requirements of Section [6.1](#) and [103450218.3](#) of this Ordinance may have one water-oriented accessory structure not meeting the normal structure setback in Section 5.21,A of this ordinance if this water-oriented accessory structure complies with the following provisions:
 - 1) the structure or facility must not exceed ten feet in height, exclusive of safety rails, and cannot occupy an area greater than 120 square feet and the maximum width of the structure is 12 feet as measured parallel to the configuration of the shoreline. Detached decks must not exceed eight feet above grade at any point;
 - 2) the setback of the structure or facility from the ordinary high water level must be at least ten feet;
 - 3) the structure or facility must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer, leaf-on conditions;
 - 4) the roof may be used as a deck with safety rails, but must not be enclosed or used as a storage area;
 - 5) the structure or facility must not be designed or used for human habitation and must not contain water supply or sewage treatment facilities;
 - 6) the structure or facility must be located in the center third of the owners riparian lot or at least 50 feet from the side lot line, whichever is less.
- C. Stairways, Lifts, and Landings. Stairways and lifts are the preferred alternative to major topographic alterations for achieving access up and down bluffs and steep slopes to shore areas. Stairways and lifts must meet the following design requirements:

- 1) stairways and lifts must not exceed four feet in width on residential lots. Wider stairways may be used for commercial properties, public open-space recreational properties, and planned unit developments;
- 2) landings for stairways and lifts on residential lots must not exceed 32 square feet in area. Landings larger than 32 square feet may be used for commercial properties, public open-space recreational properties, and planned unit developments;
- 3) canopies or roofs are not allowed on stairways, lifts, or landings;
- 4) stairways, lifts, and landings may be either constructed above the ground on posts or pilings, or placed into the ground, provided they are designed and built in a manner that ensures control of soil erosion, further that the design is approved by the Planning and Zoning Office prior to construction;
- 5) stairways, lifts and landings must be located in the most visually inconspicuous portions of lots, as viewed from the surface of the public water assuming summer, leaf-on conditions, whenever practical;
- 6) facilities such as ramps, lifts, or mobility paths for physically handicapped persons are also allowed for achieving access to shore areas, provided that the dimensional and performance standards of sub items (1) to (5) are complied with in addition to the requirements of [Minnesota Rules, Chapter 1340](#).

D. Significant Historic Sites. No structure shall be placed on a significant historic site in a manner that affects the values of the site unless adequate information about the site has been removed and documented in a public repository.

E. Steep Slopes. The Zoning Administrator must evaluate possible soil erosion impacts and development visibility from public waters before issuing a permit for construction of sewage treatment systems, roads, driveways, structures, or other improvements on steep slopes. When determined necessary, conditions must be attached to issued permits to prevent erosion and to preserve existing vegetation screening of structures, vehicles, and other facilities as viewed from the surface of public waters, assuming summer, leaf-on vegetation.

F. Maximum structure height is 35 feet. This does not include churches, telecommunication towers, water towers, chimneys, wind-powered generators, essential services, and buildings permitted as part of a conditional use permit.

G. Patios. In addition to the water oriented accessory structure (WOAS) allowed in [6.22 B.](#), a patio will be allowed that meets the following:

- 1) Shall be no larger than 2 square foot per lineal foot of lot width, and
- 2) The patio must be setback from the ordinary high water (OHW) level of at least 10 feet, and
- 3) The area between the patio and the OHW level must be in native vegetation or grass cover or natural state or not mowed,
- 4) The patio runoff must not drain towards the water body.
- 5) Patios must be located within the open area as described in [7.22, A.B.](#). If the patio is located outside this area it must be located where there is a 25 foot unmowed vegetated buffer between the lake and patio or outside the shore impact zone, and
- 6) Maximum size of a patio and any other water-oriented accessory structures shall not exceed a combined square footage of 400 sq. ft. on a Natural Environment lake and 600 sq. ft. on a General Development lake or Recreational Development lake.

For all patios within the building setback distance from the OHW that exceed 240 sq. ft. in area, a stormwater management plan must be developed (by a licensed engineer in the State of Minnesota, or a soil and water conservation district trained staff or a licensed landscape architect) and constructed to treat the runoff from the patio.

6.3 Water Supply and Sewage Treatment (Moved from previously section 5.7)

Commented [SW1]: Move to 5.2 Placement, Height, Design of Structures

- 6.31 Water Supply. Any public or private supply of water for domestic purposes must meet or exceed standards for water quality of the Minnesota Department of Health and the Minnesota Pollution Control Agency.
- 6.32 Sewage treatment. Any premises used for human occupancy must be provided with an adequate method of sewage treatment, as follows:
 - A. Publicly owned sewer systems must be used where available.
 - B. All individual sewage treatment systems must meet or exceed the requirements of Aitkin County's Subsurface Sewage Treatment System Ordinance and any subsequent revisions, a copy of which is hereby adopted by reference and declared to be a part of this ordinance.
 - C. On-site sewage treatment systems must be set back from the ordinary high water level in accordance with the setbacks contained in Section [6.22](#) of this ordinance.
 - D. Lots created after January 21, 1992, through the subdivision/platting process and/or after January 23, 1996, through the metes and bounds descriptions must have two (2) septic system sites capable of supporting standard/Type I individual sewage treatment systems. Both sites must be designated as septic system sites and must remain undisturbed except for use as a septic system site.
 - E. Nonconforming sewage treatment systems shall be regulated and upgraded in accordance with Section [103450218.5](#) of this ordinance.
 - F. Transfer without certificate prohibited. The title to real estate with a dwelling unit, mobile home or any other building served by or required to have an ISTS, or before the transfer of title by deed, contract or lease of a term of three (3) years or more shall not be transferred on or after January 1, 1992, without a Certification of Compliance to the grantee or lessee, prior to the time of transfer. Involuntary transfers and transfers by operation of law are excluded from this requirement.
 - G. Time of sale shall mean prior to Transfer of Title to Real Estate with dwelling unit, mobile home or any building served by or required to have an ISTS, or, before the transfer of title by deed, contract or lease of a term of three (3) years or more.

SECTION 7.0 – SHORELAND ALTERATIONS (moved previously from 5.3 through 5.52)

- 7.1 **Purpose. Shoreland Alterations.** Alterations of vegetation and topography will be regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve significant sites, prevent bank slumping, and protect fish and wildlife habitat.

7.2 **5.34 Vegetation Alterations.**

- 7.21 The intent is to have a shoreline buffer, consisting of trees, shrubs, and ground cover for purposes of soil retention and filtering runoff. Vegetation alteration necessary for the construction of structures and sewage treatment systems and the construction of roads and parking areas regulated by Section [7.4](#) of this ordinance are exempt from the vegetation alteration standards that follow.

- 7.22 Removal or alteration of vegetation, except for agricultural and forest management uses as regulated in Sections [103450215.2](#) and [103450215.3](#), respectively, is allowed subject to the following standards:
- A. Cutting of trees and shrubs within the shore and bluff impact zones and on steep slopes is not allowed, except as provided for in subparagraph B below. Intensive vegetation clearing for forest land conversion to another use outside of these areas is allowable as a conditional use if an erosion control and sedimentation plan is approved by the soil and water conservation district in which the property is located.
 - B. A vegetation alteration permit is required prior to vegetative clearing in the shore impact zone and bluff impact zone and on steep slopes. In shore impact zones and bluff impact zones and on steep slopes, no clearing or cutting of trees and shrubs will be allowed until a plan is submitted to and approved by the Aitkin County Planning and Zoning Office. The approved plan shall be submitted with the application for the vegetation alteration permit. The approval of the plan may require re-vegetation to meet the intent of this section. Limited pruning and trimming of trees is allowed to provide a view to the water from the principal dwelling site and picnic areas, access paths, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities, provided that:
 - 1) the screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on conditions, shall not be substantially reduced;
 - 2) along rivers and lakes, existing shading of water surfaces shall be preserved;
 - 3) If the shore impact zone has had no past vegetation removal, as a general rule, the plan would allow removal of up to 1/3 of the trees greater than 5" in diameter at breast height, and 1/3 of the trees/shrubs less than 5" (DBH) in a non-contiguous pattern as long as screening is maintained and shading of the shoreline is still provided. To allow access to water bodies for individual lot owners, an open area (recreational use area) of 40 feet or 33% of the lot width, whichever is less, may be allowed to be cleared of trees and shrubs, as long as the above 1/3 tree/shrub removal is still in compliance. The clearing shall not extend more than 25 feet landward from the ordinary high water level. A grass cover shall remain to prevent erosion to the water body. As an incentive to move the above described open areas off the shoreline, if the open area begins at least 25 feet back from the ordinary high water (OHW) level an open area of 60 feet or 50% of the lot width, whichever is less and 30 feet in depth, may be allowed to be cleared of trees and shrubs, as long as the above 1/3 tree/shrub removal is still in compliance. The area between the OHW level and open area must be left in its natural condition excluding a 10 foot wide access path from the open area to the waterbody. From the shore impact zone to the required building setback from the ordinary high water level, adequate trees shall remain to meet the requirements in (2),(a) above.

a recreational use area may be created. An approved vegetation alteration permit shall be required from Environmental Services, and sufficient vegetative cover must remain at all times. Vegetation removal of trees and shrubs within the shore impact zone may be allowed in a noncontiguous pattern, and screening and shading shall be maintained along the shoreline. Two vegetation removal options exist:

Option A: Allows the individual lot owner access to water bodies, and to be cleared of trees and shrubs to create an open area (recreational use area) of 40 feet or 33% of the lot width, whichever is less. This clearing shall not extend more than 25 feet landward from the ordinary high water level (a certificate of survey may be required to determine ordinary high water level in some instances). A 10 foot wide access path shall be allowed and vegetative cover shall remain to prevent erosion to the water body.

Option B: As an incentive to move the open area away from the shoreline, a second option allows a larger open area, 25 feet landward from the ordinary high water level. The second option will permit the clearing of trees and shrubs to create an open area 30 feet in depth and 60 feet or 50% of the lot width, whichever is less. The area between the ordinary high water level and open area must be left in its natural condition, excluding a 10 foot wide access path from the open area to the water body. From the shore impact zone to the required building setback from ordinary high water level, adequate trees and shrubs shall remain to meet the requirements in B(1) above.

(See [Appendix V](#)).

- 4) Burning of yard waste (including leaves, twigs, stumps, and grass) is not permitted within the shore and bluff impact zones or on steep slopes. A fire ring or pit is allowed as long as it does not exceed 3 feet in diameter.
 - 5) **Exception-** Limited pruning is allowed as long as adequate screening and shading as viewed from the water is maintained and preserved, during leaf on periods of the year. Dead, diseased or hazardous trees may be removed with the landowners being encouraged to replace them by planting a species suitable for the site.
- C. Use of fertilizers, herbicides and pesticides in the shoreland management district must be done in such a way as to minimize runoff into the shore impact zone or public water by the use of earth, vegetation, or both. If fertilizer is used it must be phosphorus free.

7.3 **5.32 Grading and Filling/Land Alteration Permits.**

- 7.31 A. Grading and filling and excavations necessary for the construction of structures, sewage treatment systems, and driveways under validly issued construction permits for these facilities do not require the issuance of a separate land alteration permit. However, the grading and filling standards in Section [7.36](#) must be incorporated into the issuance of permits for construction of structures, sewage treatment systems, and driveways.
- 7.32 B. Work below the OHW level requires approval by the Department of Natural Resources.
- 7.33 C. Maintenance of driveways, public roads and parking areas are regulated by Section [7.4](#) of this ordinance.
- 7.34 D. Except for the activities described in Section [7.31](#) and [7.33](#) above, a plan must be submitted to the Aitkin County Planning and Zoning Office for approval prior to issuance of a land alteration permit. A land alteration permit may require the revegetation of the shore impact zone to meet the intent of Section [103450217.2](#).

7.35 Activities requiring a land alteration permit:

- A. On steep slopes and shore and bluff impact zones - activities that involve the excavation and/or placement of earthen material of more than 240 square feet of area.

With a permit, a minimum amount of excavation and/or placement of material to achieve the goal of the project may be permitted but shall not exceed 30 cubic yards of material. The 30 cubic yards is the maximum amount of excavation or placement of material allowed on an existing parcel of land. The excavation or placement of material shall be done within any existing or proposed recreational use area or access path and not in a separate area; and

- B. Outside of steep slopes and shore and bluff impact zones - activities that involve the excavation or placement of more than fifty (50) cubic yards of material.

However, when at any one time, more than 200 cubic yards of excavation or fill is proposed outside the permitted excavation of the structure, an erosion or sedimentation plan must be submitted to the Aitkin County Zoning Office for referral to the Aitkin County Water and Soil Conservation District for technical review and approval.

- C. Excavation or placement of fill, as described in 7.35 [A](#) and [B](#) above, is allowed no more than twice.
- D. Access to water bodies for purposes of launching trailered watercraft require a land alteration permit, and are only allowed on lakes without a public water access or with a public water access where launching of watercraft is not practical due to topography or other site restrictions. A plan must be submitted to the Aitkin County Soil and Water Conservation District for review and to the Aitkin County Planning and Zoning for approval. The plan must show how surface water run-off will be managed to prevent erosion and sedimentation into the water body. The intent is to prevent exposed soil and/or concrete/asphalt driveways to the lake and to use vegetated areas for filtration. In certain cases, if needed to accomplish the purpose of the access, vegetation intermixed with soil/concrete/asphalt may be permitted.
- E. Annual Ice Ridge. An annual ice ridge created within the last year by ice action may be regraded to their original shoreline contour with a land alteration permit and not have to meet the requirements of [7.35](#) A thru C above, provided the following are met:
 - 1) There shall be no topsoil or vegetated matter deposited into the lake.
 - 2) Work is completed by September 1 after the damage takes place.
 - 3) No disturbed material shall be placed below the ordinary high water level.
 - 4) An erosion, sediment control, and vegetation stabilization plan must be submitted to and approved by the Aitkin County Environmental Services Department before issuance of the permit and before any construction begins and shall be implemented immediately.
 - 5) Any activity below the OHWL requires applicable MN DNR approval and permits.
- F. Riprap. Placement of natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, requires a shoreland alteration permit and shall be done in accordance with MN DNR standards. The MN DNR standards require – a) the finished slope does not exceed three (3) feet horizontal to one (1) foot vertical, b) the landward extent of the rip rap is within ten (10) feet of the ordinary high water level, and c) the height of the riprap above the ordinary high water level does not exceed three (3) feet (see Appendix IV). Rip-Rap will only be allowed in situations where active erosion problems exist. Any permit for riprap must contain a plan to establish a vegetative buffer with the depth to be determined by the Aitkin County Environmental Services Department for the entire width of the lot, except for lake or river access areas. Plans for such buffers shall be approved by the Aitkin County Environmental Services Department and shall be implemented immediately. The placement of natural rock riprap and retaining walls, where allowed, shall comply with [M.S. 103G.245](#). Natural rock riprap shall only be used for the correction of an established erosion problem that cannot be controlled through the use of suitable vegetation, slope stabilization using coir logs, willow wattle or similar bioengineering means. Riprap and retaining walls used for ornamental purposes or for terracing natural slopes are prohibited within the shore impact zone and bluff impact zones, unless as allowed in Section [7.34](#).

7.36 The following considerations and conditions must be adhered to during the issuance of construction permits, grading and filling permits, conditional use permits, variances and subdivision approvals, or any grading and filling activity:

- A. Grading or filling in any type 2, 3, 4, 5, 6, 7, or 8 wetland must be evaluated to determine how extensively the proposed activity would affect the following functional qualities of the wetland*:
 - 1) sediment and pollutant trapping and retention;

- 2) storage of surface runoff to prevent or reduce flood damage;
- 3) fish and wildlife habitat;
- 4) recreational use;
- 5) shoreline or bank stabilization; and
- 6) noteworthiness, including special qualities such as historic significance, and critical habitat for endangered plants and animals.

*This evaluation must also include a determination of whether the wetland alteration being proposed requires permits, reviews, or approvals by other local, state, or federal agencies such as a watershed district, the Minnesota Department of Natural Resources, or the United States Army Corps of Engineers ([USACE](#)).

- B. Alterations must be designed and conducted in a manner that ensures only the smallest amount of bare ground is exposed for the shortest time possible;
- C. Mulches or similar materials must be used, where necessary, for temporary bare soil coverage, and a permanent vegetation cover must be established as soon as possible;
- D. Methods to minimize soil erosion and to trap sediments before they reach any surface water feature must be used;
- E. Altered areas must be stabilized to acceptable erosion control standards consistent with the field office technical guides of the local soil and water conservation districts and the Natural Resource Conservation Service;
- F. Fill or excavated material must not be placed in a manner that creates an unstable slope;
- G. Plans to place fill or excavated material on steep slopes must be reviewed by qualified professionals for continued slope stability and must not create finished slopes of 30 percent or greater;
- H. Fill or excavated material must not be placed in bluff impact zones;
- I. No filling of wetlands is permitted in the shore impact zone and in wetlands that have a contiguous connection to a protected waters, this shall not include activities in Section 57.42;
- J. Any alterations below the ordinary high water level of public waters must first be authorized by the Department of Natural Resources under [Minnesota Statutes, section 103G.245](#);
- K. Alterations of topography must only be allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties, this includes the creation or changing of drainage ways; and
- L. ~~Placement of natural rock riprap must meet Minnesota Department of Natural Resource guidelines. (Already stated in Section 7.35, F.)~~

Commented [SW2]: Remove? Already addressed in Riprap section above.

- 7.37 Connections to public waters. Excavations where the intended purpose is connection to a public water, such as boat slips, canals, lagoons, and harbors, must be controlled by local shoreland controls. Permission for excavations may be given only after the DNR commissioner has approved the proposed connection to public waters.

7.4 Placement, Design and Maintenance of Roads, Driveways, and Parking Areas.

- 7.41 Public and private roads and parking areas must be designed to take advantage of natural vegetation and topography to achieve maximum screening from view from public waters. Documentation must be provided by a qualified individual that all roads and parking areas are designed and constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local soil and water conservation district, or other applicable technical materials. For further technical criteria, refer to County Engineer/Soil Conservation Office.

- 7.42 Roads, driveways, and parking areas must meet structure setbacks and must not be placed within bluff and shore impact zones, when other reasonable and feasible placement alternatives exist. If no alternatives exist, they may be placed within these areas, and must be designed to minimize adverse impacts. Maintenance of existing road, driveways, and parking areas shall be allowed without a permit provided that the design or location is not altered.
- 7.43 Public and private watercraft access ramps, approach roads, and access-related parking areas may be placed within shore impact zones provided the vegetative screening and erosion control conditions of this subpart are met. For private and public facilities, the grading and filling provisions of Section [103450217.3](#) of this ordinance must be met.

7.5 **Stormwater Management.** The following general and specific standards shall apply:

7.51 **General Standards:**

- A. When possible, existing natural drainage ways, wetlands, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater runoff before discharge to public waters.
- B. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas must be stabilized and protected as soon as possible and facilities or methods used to retain sediment on the site.
- C. When development density, topographic features, and soil and vegetation conditions are not sufficient to adequately handle stormwater runoff using natural features and vegetation, various types of constructed facilities such as diversions, settling basins, skimming devices, dikes, waterways, and ponds may be used. Preference must be given to designs using surface drainage, vegetation, and infiltration rather than buried pipes and man-made materials and facilities.

7.52 **Specific Standards:**

- A. As of June 1, 2005, Building/**Structure** coverage of lots shall not exceed 15 percent of the lot area, and total impervious surface coverage of **all** lots must not exceed 25 percent of the lot area. Lot area must not include bluff areas or land below the ordinary high water level when calculating the square footage of the lot. Wetlands are classified per the **US** Army Corps of Engineers (**USACE**) approved methods.
- B. When constructed facilities are used for storm water management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation districts.
- C. New constructed storm water outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge. No direct connection shall exist to the public waters.

SECTION 6.0 8.0 – NONCONFORMITIES

- 8.1 It is the intent of Section 8.0 to not encourage the continuation of nonconformities but to encourage, over time, compliance with Section 6.0 of this Ordinance.

All legally established nonconformities as of the date of adoption of this ordinance and respective amendments may continue, but they will be managed according to applicable state statutes and other regulations of this county for the subjects of alterations and additions, repair after damage, discontinuance of use, and intensification of use; except that the following standards will also apply in shoreland areas:

- 8.11 **Change of Use.** Such use shall not be expanded, intensified or changed to another nonconforming use, or be re-established if discontinued for a continuous twelve (12) month period or more.
- 8.12 **Destruction of Structure.** If a nonconforming structure is destroyed or altered by any cause, including neglect, to an extent exceeding fifty percent of its estimated market value as indicated by the records of the County Assessor, a future structure or use of the site shall conform to this ordinance. Replacement of nonconforming structures under validly issued variances are considered to be in compliance with this ordinance.
- 8.13 **Setback.** Bluff and Shore Impact Zone setback requirements must be addressed.
- 8.14 **Moving of Structure.** If a nonconforming structure is moved from its location, in any direction horizontally, the future location shall conform to this Ordinance.

8.2 Construction on nonconforming lots of record.

- 8.21 Lots of record in the office of the county recorder on the date of enactment of local shoreland controls that do not meet the requirements of Section [8.3](#) of this ordinance may be allowed as building sites for dwelling purposes without variances from lot size requirements provided the use is permitted in the zoning district, the lot has been in separate ownership from abutting lands at all times since it became substandard, was created compliant with official controls in effect at the time, and sewage treatment and setback requirements of this ordinance are met.
- 8.22 A variance from setback requirements must be obtained before any use, sewage treatment system, or building **zoning** permit is issued for a lot.
- 8.23 Variances shall only be granted in accordance with [Minnesota Statutes, Chapter 394.36 subdivision 5](#). A variance shall not circumvent the general purpose and intent of this ordinance. No variance shall be granted that would allow any use that is prohibited in the zoning district in which the subject property is located. Conditions may be imposed in the granting of a variance to ensure compliance and to protect adjacent properties and the public interest. In considering a variance request, the board of adjustment must also consider whether the property owner has reasonable use of the land without the variance, whether the property is used seasonally or year-round, whether the variance is requested solely on the basis of economic considerations, and the characteristics of development on adjacent properties.
- 8.24 If, in a group of two or more contiguous lots under the same ownership, any individual lot does not meet the requirements of Section [103450218.3](#) of this ordinance, the lot must not be considered as a separate parcel of land for the purpose of sale or development. The lots must be combined with the one or more contiguous lots so they equal one or more parcels of land, each meeting the requirements of Section [103450218.3](#) of this ordinance.
- 8.25 No portion of an existing lot shall be separated from the existing parcel unless all portions meet or exceed the lot size requirements in Section [6.1](#) of this Ordinance and the requirements of section 2.05 of the [Subdivision Regulations](#) of Aitkin County. However, a portion of a lot may be separated from the existing parcel as long as the existing parcel meets the requirements of Section [6.1](#) of this Ordinance and the newly created parcel is combined with an adjacent parcel. The existing parcel must meet the septic system requirements of a newly created lot as in Section [103450216.32, D.](#) of this Ordinance.

Exception: An existing parcel may be combined with an adjacent parcel(s) under different ownership, to make the adjacent parcel(s) more conforming.

8.3 Minimum lot area and width standards for single residential nonconforming lots of record.

The minimum lot area (square feet) and minimum lot width standards (in feet) for single residential lots created prior to the date of enactment of this Ordinance for the lake classifications are the following:

Lake Classification	Riparian Lot Area (sf)	Riparian Lot Width (ft)	Nonriparian Lot Area (sf)	Nonriparian Lot Width (ft)	Building Coverage	Impervious Surface Coverage
Natural Environment	60,000	150	See Section 6.1	See Section 6.1	15%	25%
Recreational Development	30,000	100	See Section 6.1	See Section 6.1	15%	25%
General Development	15,000	75	30,000	100	15%	25%

8.4 Additions/expansions to non-conforming principal structures built prior to January 21, 1992 without a variance. If a variance has been granted for an addition/expansion to a principal structure since January 21, 1992, then Sections [103450218.41](#), [103450218.42](#), and [103450218.43](#) do not apply and a variance is required for any future additions and/or expansions.

- 8.41 All additions or any enlargement of an existing sub-standard principal structure shall be allowed providing all of the following criteria will be met: (If all of the following criteria are met, a one-time expansion since January 21, 1992 will be allowed without a variance.)
- The addition/expansion will not decrease the setback of the existing structure from the ordinary high water level;
 - The addition/expansion will not exceed 50 percent of the total volume of the existing structure, or exceed 50 percent of the assessed market value as indicated in the records of the County Assessor;
 - The existing structure is setback to a minimum of a line parallel with the Shore Impact Zone;
 - Impervious surface coverage of the parcel or lot shall not exceed 25 percent;
 - The existing structure and proposed addition/expansion must meet all other setback distance requirements of this Ordinance.
- 8.42 Deck additions shall be allowed without a variance to a structure not meeting the required setback from the ordinary high water level if all of the following criteria and standards are met:
- A thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing ordinary high water level setback of the structure;
 - The deck encroachment toward the ordinary high water level (OHWL) does not exceed 15 percent of the existing setback of the structure from the ordinary high water level or does not encroach closer than 30 feet to the OHWL, whichever is more restrictive;
 - The deck is not roofed or screened; and
 - All other setback distance requirements of this Ordinance must be met.
- 8.43 Patios shall be allowed without a variance and not meeting the required setback distance from the ordinary high water level if all of the following criteria and standards are met:
- The patio encroachment from the principle structure toward the ordinary high water level does not exceed 20 percent of the existing setback distance of the structure from the ordinary high water level or does not encroach closer than 30 feet to the OHWL, whichever is more restrictive.
 - The patio is not roofed or screened,

- C. Impervious surface requirements must be met,
- D. All other setback distance requirements of this Ordinance must be met, and
- E. The patio must be within 2 feet of the principal structure.

8.5 Nonconforming sewage treatment systems.

- 8.51 A sewage treatment system not meeting the requirements of Section [103450216.32](#) of this ordinance must be upgraded, at a minimum, at any time a permit or variance of any type is required for any improvement on, or use of, the property. For the purposes of this provision, a sewage treatment system shall not be considered nonconforming if the only deficiency is the sewage treatment system's improper setback from the ordinary high water level, lot line or road right-of-way.
- 8.52 The governing body of Aitkin County has by formal resolution notified the commissioner of its program to identify non-conforming sewage treatment systems. Aitkin County will require upgrading or replacement of any nonconforming system identified by this program within a reasonable period of time which will not exceed 10 months. Sewage systems installed according to all applicable local shoreland management standards adopted under [Minnesota Statutes, Section 103F.201 to 103F.221](#), in effect at the time of installation may be considered as conforming unless they are determined to be failing.
- 8.53 If a structure exists that is served by a holding tank and there is room on the property or adjoining property under the same ownership that is capable of supporting a standard ISTS, then no permits shall be issued until a standard/Type I ISTS is installed.

SECTION 9.0 7.0 – CONSERVATION SUBDIVISIONS AND PLANNED UNIT DEVELOPMENTS (PUD's)

- 9.1 **Types of PUD's Permissible.** Conservation Subdivisions and Planned unit developments (PUD's) are allowed for new projects on undeveloped land, redevelopment of previously built sites, or conversions of existing buildings and land. The land use districts in which they are an allowable use are identified in the land use district descriptions in Section [103450214.25](#) of this ordinance and the official [zoning map](#). On Natural Environmental Lakes no more than 25% of a lakes shoreline can be in duplex, triplex, quadplex, conservation subdivisions and/or planned unit developments.
- 9.2 **Processing of PUD's.** Conservation Subdivisions and Planned unit developments must be processed as a conditional use, except that an expansion to an existing commercial PUD involving six (6) or less new dwelling units or sites since the date this ordinance was adopted ([January 21, 1992](#)) is permissible as a permitted use provided the total project density does not exceed the allowable densities calculated in the project density evaluation procedures in Section [9.5](#). Approval cannot occur until the environmental review process (EA/EIS) is complete. All developments must contain at least 400 feet of lot width.
- 9.3 **Application for a Conservation Subdivision or a PUD.** The developers are encouraged to hold preliminary discussions with the Zoning Administrator and County Land Survey Coordinator to become familiar with the application submittal requirements, so that developers have an opportunity to understand the review process and community interests. The applicant for a Conservation Subdivision or a PUD must submit the following documents prior to final action being taken on the application request:
 - 9.31 Topographic contours at ten-foot intervals or less from United States Geological Survey maps or more accurate sources, showing limiting site characteristics such as bluffs and slopes greater than 25 percent;
 - 9.32 The surface water features required in Minnesota Statutes, section 505.02, subdivision 1, to be

shown on plats, obtained from United States Geological Survey quadrangle topographic maps or more accurate sources;

- 9.33 Adequate soils information to determine suitability for building and 2 standard onsite sewage treatment system capabilities for every lot from the most current existing sources or from field investigations such as soil borings, percolation tests, or other methods;
 - 9.34 Information regarding adequacy of domestic water supply; extent of anticipated vegetation and topographic alterations; near-shore aquatic conditions, including depths out to 15 feet, type of bottom sediments, and aquatic vegetation; and proposed methods for controlling stormwater runoff and erosion, both during and after construction activities;
 - 9.35 A site plan and/or preliminary plat for the project showing locations of property boundaries, surface water features, existing and proposed structures and other facilities, land alterations, existing and post- construction vegetation plan which also designates which areas are included in the open space requirements as described in Section [79.82](#), screening of structures as viewed from the water, sewage treatment and water supply systems (where public systems will not be provided), and topographic contours at ten-foot intervals or less. When a PUD is a combined commercial and residential development, the site plan and/or preliminary plat must indicate and distinguish which buildings and portions of the project are residential, commercial, or a combination of the two.
 - 9.36 A property owners association agreement (for residential PUD's and Conservation Subdivision's) with mandatory membership, and all in accordance with the requirements of Section [9.8](#) of this ordinance.
 - 9.37 Deed restrictions, covenants, permanent easements or other instruments that: 1) properly address future vegetative and topographic alterations, construction of additional buildings, beaching of watercraft, and construction of commercial buildings in residential PUD's; 2) ensure the long-term preservation and maintenance of open space in accordance with the criteria and analysis specified in Section [9.8](#) of this ordinance; from a qualified holder as defined in [Minnesota Statutes, section 84C.01-02. and 3](#) For conservation easements, a statement of preliminary acceptance.
 - 9.38 When necessary, a master plan/drawing describing the project and the floor plan for all commercial structures to be occupied.
 - 9.39 Those additional documents as requested by the Zoning Administrator that are necessary to explain how the PUD will be designed and will function.
- 9.4 **Site “Suitable Area” Evaluation.** Proposed new or expansions to existing planned unit developments and conservation subdivisions must be evaluated using the following procedures and standards to determine the suitable area for the dwelling unit/dwelling site density evaluation in Section [9.5](#).
- 9.41 The project parcel must be divided into tiers by locating one or more lines approximately parallel to a line that identifies the ordinary high water level at the following intervals, proceeding landward:

SHORELAND TIER DIMENSIONS		
Waterbody Classification	Unsewered (ft)	Sewered (ft)
General Development lakes – first tier	200	200
General Development lakes – second and additional tiers	267	200
Recreational Development Lakes	267	267
Natural Environment Lakes	400	320
All river classes	300	300

- 9.42 The suitable area within each tier is next calculated by excluding from the tier area all accessory

structures, commercial facilities not involving dwelling units or sites, wetlands, bluffs, and land below the ordinary high water level of public waters. This suitable area and the proposed project are then subjected to the conservation subdivision, residential or commercial planned unit development density evaluation steps to arrive at an allowable number of dwelling units or sites. In areas with overlapping tiers due to close proximity of public waters to each other, the more restrictive rules for the area shall be used, excluding the first tier.

9.5 Conservation Subdivision, Residential and Commercial PUD Density Evaluation.

The procedures for determining the "base" density of a Conservation Subdivision or PUD and density increase multipliers are as follows. Allowable densities may be transferred from any tier to any other tier further from the waterbody, but must not be transferred to any other tier closer. Structures that straddle tiers shall be rated as part of the tier closer to the ordinary high water level.

9.51 Residential PUD and Conservation Subdivision "Base" Density Evaluation.

The suitable area within each tier is divided by the single residential lot size standard for lakes or, for rivers, the single residential lot width standard times the tier depth, unless the local unit of government has specified an alternative minimum lot size for rivers which shall then be used to yield a base density of dwelling units or sites for each tier. Proposed locations and numbers of dwelling units or sites for the conservation subdivision and residential planned unit developments are then compared with the tier, density, and suitability analyses herein and the design criteria in Section [9.8](#).

9.52 Commercial PUD "Base" Density Evaluation:

- Determine the average inside living area size of dwelling units or sites within each tier, including both existing and proposed units and sites. Computation of inside living area sizes need not include decks, patios, stoops, steps, garages, or porches and basements, unless they are habitable space.
- Select the appropriate floor area ratio from the following table:

Commercial Planned Unit Development Floor Area Ratios*
Public waters classes

*Average unit floor area (sq.ft.)	Sewered General Development Lakes; First tier on Unsewered General Development Lakes; urban, agricultural, Tributary River Segments	Second and additional tiers on Unsewered General Development Lakes; Recreational Development Lakes; Transition and Forested River Segments	Natural Environment Lakes and Remote River Segments
200	.040	.020	.010
300	.048	.024	.012
400	.056	.028	.014
500	.065	.032	.016
600	.072	.038	.019
700	.082	.042	.021
800	.091	.046	.023
900	.099	.050	.025
1,000	.108	.054	.027
1,100	.116	.058	.029

1,200	.125	.064	.032
1,300	.133	.068	.034
1,400	.142	.072	.036
1,500	.150	.075	.038

*For average unit floor areas less than shown, use the floor area ratios listed for 200 square feet. For areas greater than shown, use the ratios listed for 1,500 square feet. For recreational camping areas, use the ratios listed for 400 square feet. Manufactured home sites in recreational camping areas shall use a ratio equal to the size of the manufactured home, or if unknown, the ratio listed for 1,000 square feet.

- C. Multiply the suitable area within each tier by the floor area ratio to yield total floor area for each tier allowed to be used for dwelling units or sites.
- D. Divide the total floor area by tier computed in Item [C above](#) by the average inside living area size determined in Item [A above](#). This yields a base number of dwelling units and sites for each tier.
- E. Proposed locations and numbers of dwelling units or sites for the commercial planned unit development are then compared with the tier, density and suitability analyses herein and the design criteria in Section [9.8](#).

9.53 Density Increase Multipliers:

- A. Increases to the dwelling unit or dwelling site base densities previously determined are allowable if the dimensional standards in Section [6.0](#) are met or exceeded and the design criteria in Section [9.8](#) are satisfied. The allowable density increases in Item [B below](#) will only be allowed if structure setbacks from the ordinary high water level are increased to at least 50 (fifty) percent greater than the minimum setback, or the impact on the waterbody is reduced an equivalent amount through vegetative management, topography, or additional means acceptable to the local unit of government and the setback is at least 25 (twenty-five) percent greater than the minimum setback.
- B. Allowable Dwelling Unit or Dwelling Site Density Increases for Conservation Subdivision, Residential or Commercial Planned Unit Developments; maximum density increase in each tier shall not exceed (25%). To receive density increases, the shore impact zone must be revegetated to acceptable standards as recommended by the Aitkin County Soil and Water Conservation District and approved by the Aitkin County Planning Commission. Revegetation of the shore impact zone is not necessary if the Aitkin County Soil and Water Conservation District and the Aitkin County Planning Commission determine the existing vegetation is adequate and covenants, deed restrictions or permanent easements are established to ensure long-term preservation.
- C. No dwelling unit or dwelling site density increase multiplier will be allowed for lands having average slopes over 18 (eighteen) percent, as measured over horizontal distances of 50 (fifty) feet or more, that are not bluffs; and no density increase multiplier will be allowed for Residential Planned Unit Developments or Conservation Subdivisions on Natural Environment Lakes.

9.6 Special Provisions: Mobile Homes and Mobile Home Parks.

- 9.61 **Purpose.** It is the purpose of this regulation to permit the development of mobile home parks in a manner that will promote and improve the general health, safety, convenience and welfare of the citizens by minimizing any adverse effects of such developments.
- 9.62 **General Requirements, mobile homes and mobile home parks.** It shall be unlawful for any person to construct, alter, or extend any mobile home park, structures or uses within the park

unless he holds a valid permit issued by the Zoning Administrator upon compliance with all provisions of this ordinance. In addition to all other requirements imposed by law, the following regulations shall be observed.

Mobile home and mobile home parks permitted: Permits shall be issued for mobile homes and mobile home parks only in districts designated elsewhere in this ordinance.

Area and yard requirements: Mobile home parks shall comply with all area and yard requirements prescribed for such uses in the district in which located.

Lot area occupancy: The buildings and trailers in any mobile home park – together with any accessory buildings **structures** already on the lot – shall not occupy in the aggregate more than twenty-five (25) percent of the area of the lot.

Landscaping – unused areas: All areas not used for access parking, circulation, buildings and service shall be completely and permanently landscaped and the entire site maintained in good condition. A landscaped strip of land not less than thirty (30) feet in width when adjoining residential districts, shall be established and maintained within the trailer park along its exterior boundaries.

Accessory **structures** buildings: All mobile homes which are established as a single-dwelling unit or within a mobile home park shall have an accessory **structure** building or garage for storage purposes for each mobile home unit. The size of the accessory **structure** building shall be a minimum of four (4) feet by six (6) feet.

9.63 **Mobile Home Park, Submission of Plan.** An application for the establishment of a mobile home park shall be filed with the Zoning Administrator and must be accompanied by a plan drawn to scale and prepared by a, registered land surveyor, civil engineer or architect. Such drawing shall include, but not necessarily be limited to the following:

- A. Accurate dimensions if the proposed mobile home park shall be drawn to a scale of one (1) inch equals one hundred (100) feet or larger
- B. The number, location and size of all mobile home lots.
- C. The location and width of roadways, walkways, approaches and method of ingress and egress from the public highways.
- D. The complete electrical service installation, wire service outlets and lighting facilities, complete layout of unit parking spaces and the number of square feet therein, together with the dimensions thereof.
- E. The location of electric power or gas distribution system, water mains or wells or water supply outlets for domestic water users, location of sanitary facilities, washrooms, garbage disposal units, sanitary sewers or septic tanks, sewer drain lines, fire protection stalls, fire hydrants, and other buildings, structures or uses contemplated for use by the applicant.
- F. The applicant shall submit seven (7) copies of the plan to the Zoning Office of which the Zoning Office shall distribute two (2) copies to the Planning Commission and one (1) each to the State Department of Transportation if abutting a State or Federal highway, Aitkin County Highway Department if abutting a county road, State Department of Natural Resources, Township Clerk, and the Aitkin County Soil and Water Conservation District.

9.64 **Mobile Home Parks – Requirements.** Mobile home parks shall be designed and maintained in accordance with the following requirements:

- A. Park area: The minimum mobile home park area shall be not less than three (3) acres.
- B. Lot area: The minimum lot area per mobile home unit site within the park shall be four thousand

(4,000) square feet.

- C. Access: Each park shall abut upon a public road and each mobile home lot shall have direct access to a private hard surface road.
- D. Mobile home sitting: Mobile homes shall be located at least fifty (50) feet from any public road right-of-way, and at least thirty (30) feet from mobile home park boundary. There shall be a minimum distance of ten (10) feet between an individual mobile home and the right-of-way of a mobile home park street or common parking area or other common areas. Mobile homes and their additions shall be separated from each other and from other building and structure by at least twenty (20) feet, provided that mobile homes placed end to end may have a clearance of twenty (20) feet where opposing rear walls are staggered.
- E. Utilities: No building, plumbing, heating and electrical requirements other than those adopted pursuant to [Minnesota Statutes Section 327.31 – 327.34](#) shall be required. A sanitary sewer or septic system and water system shall be installed in accordance with County and State specifications.
- F. Interior roads: The minimum roadway width of interior one-way roads with parking permitted on one side shall be twenty-one (21) feet. The minimum roadway width of two-way roads with parking permitted on two sides shall be thirty-six (36) feet and surfaced according to County specifications for residential roads and maintained in good condition and lighted at night.
- G. Recreation area: There shall be provided within each mobile home or trailer park an adequate site or sites for recreation for the exclusive use of the park occupants. Such recreation site or sites shall have a minimum area of two thousand five hundred (2,500) square feet in the aggregate or one hundred (100) square feet for each mobile home space in said park whichever is the greatest. The recreation sites shall be furnished, equipped and maintained for the use of the mobile home facilities.
- H. Length of occupancy: No mobile home or trailer shall remain in a mobile home or trailer park for a period exceeding fifteen (15) days without connection to a permanent sanitary sewer system of the park.
- I. Mobile home skirting: Every unit within the park shall be skirted.
- J. Maintenance: It shall be the responsibility of the mobile home park owner to see that good housekeeping and living conditions are maintained in the mobile home park at all times. Each mobile home lot shall be landscaped or maintained in grass. No unused building materials, debris, or rubbish shall be allowed to accumulate.
- K. Vehicle storage: no more than two (2) motor vehicles shall be stored or kept on any mobile home lot. No vehicle shall be dismantled, nor shall mechanical work except for minor repair nature be done on any vehicle on a mobile home lot; nor shall any automotive vehicle that is not in an operable condition be parked, stored or kept on the mobile home lot or in a mobile home park, except a vehicle that became inoperable when it was in the mobile home park and then it shall not be parked in that condition for a period of more than seven (7) days.

9.7 **Travel Trailer Park and Campgrounds.** In the case of travel trailer park or campground project consisting of two (2) or more units to be constructed on a plot of ground of at least three (3) acres not subdivided into the customary streets and lots, an application for a planned unit development permit for such a project shall be made to the Zoning Administrator. Before recommending the approval of the permit to the County Board, the Planning Commission shall require the applicant to:

- A. The applicant shall submit seven (7) copies of the plan drawn to a scale of one (1) inch equals one hundred (100) feet or a larger scale. The plan must be prepared by a Registered Land Surveyor, Civil Engineer or Architect.
- B. The Zoning Office shall submit two (2) copies to the Planning Commission and one (1) each to

the State Department of Transportation, if abutting a State or Federal Highway, Aitkin County Highway Department if abutting a county road, State Department of Natural Resources, Township Clerk, Aitkin County Soil and Water Conservation District.

- C. Have a minimum size campsite to accommodate one family group that is at least two thousand (2,000) square feet in area. Campsites are limited to one (1) RV or tent per site.
- D. Have a roadway with driving surface of fourteen (14) feet for one-way and twenty-four (24) feet for two-way roads.
- E. Have traffic control consisting of parking limited to individual campsite spurs and parking areas constructed for that purpose. No parallel parking on site access roads within camping area shall be permitted. Barrier posts or other traffic control devices shall be installed to eliminate parking along site access roads and prevent users from setting up camp on areas other than designated campsites.
- F. Have a setback for all campsites and permanent structures for one hundred fifty (150) feet from a Natural Environment lake, one hundred (100) feet from a Recreational Development lake and seventy-five (75) feet from a General Development lake. The setbacks would be from the ordinary high water level. The setback from any adjacent public road, street or highway shall be fifty (50) feet. The setback distance from adjacent property boundaries shall be 30 feet.
- G. Provide sanitary facilities. All sanitary facility installations shall comply with the current standards of the Minnesota Department of Health, as well as any other applicable State and Local codes and standards. In conjunction with and in addition to the above, the following minimum standards shall apply.
- H. Provide disposal facilities:
 - 1) Sealed vault-type pit toilets: sealed vault-type pit toilets shall comply with the setbacks designated in the Shoreland Management Standards. The bottom of the vault in sealed vault-type toilets shall be a minimum of one (1) foot above the highest known ground water table.
 - 2) Central buildings with flush toilets: Central buildings shall comply with the setbacks designated in the Shoreland Management Standards.
 - 3) Provide water holding tank dumping facilities: Any overnight camping facility to be used by camper or trailer units equipped with waste holding tanks shall have a minimum of one dumping facility per one hundred (100) units or fractions thereof. A minimum of one thousand five hundred (1,500) gallon holding tank is required with curbing and water supply to wash area.
 - 4) Solid waste disposal: Garbage cans shall be provided at a minimum ratio of one (1) can per two (2) units. Garbage cans shall be provided with non-tip stands and tight fitting covers.

No on-site solid waste disposal areas will be permitted. Solid waste shall be disposed of at the approved solid waste facility which serves the projects area.

- 9.71 **Structure replacement within an existing resort.** Local governments may allow resorts to maintain and replace their structures, without regard to available density, so long as the establishment continues to operate as a resort and all of the following standards are met:
- A. Structures, including lodges, shall not be replaced any closer to any waterbody or setback than the existing structure. Replacement structures must meet elevation and maximum height requirements for the relevant shoreland classification. For resorts established prior to the date of local adoption of these standards, structures not meeting the structure setbacks in Section

[6.21 A](#), and [bluff setbacks](#), must only be replaced with structures with the same or lesser height of building, notwithstanding provisions of Section [9.71, item A, \(1\)](#). There shall be no increase in structure footprint, except as follows:

- 1) An increase in the structure footprint or height of structure may be permitted to minimally meet federal, state, or local dwelling standards or codes, provided there is no increase in structure footprint lakeward and no increase in structure width as measured parallel to shore. To minimally meet such standards or codes means that the replacement structure shall not add new architectural elements such as more bedrooms than the original structure.
 - 2) A structure within the first tier that is moved or replaced outside the shore impact zone and landward to meet the structure setback requirements to the maximum extent feasible within the tier with regard to wetlands, bluffs, land below the ordinary high water level of public waters, and sewage treatment systems, may be permitted a larger building footprint provided it conforms with the allowable density standards in each tier as calculated in Section [9.52](#), and the impervious surface coverage within the first tier shall not exceed 25 percent.
- B. A specified area within the development shall be restored and maintained in a natural state to the following standards:
- 1) For developments with less than 50 percent of shore impact zone currently in a natural state, at least 10 percent of the shore impact zone and shoreline shall be restored to its natural state or, alternatively, in front of each replacement structure for its entirety, a buffer strip consisting of native vegetation of trees, shrubs, understory plants extending from the shoreline landward 35 feet shall be created according to a plan approved by the local government.
 - 2) For developments with at least 50 percent of the shore impact zone currently in a natural state, this condition shall be preserved and maintained according to a plan approved by the local government.
- C. For resorts with 20 or more dwelling units, erosion control and stormwater management for the entire resort shall be designed by certified personnel in erosion and sediment control using the best management practices found in the latest Pollution Control Agency's stormwater best management practices manual, approved by the local government, and effectively implemented. For resorts with less than 20 dwelling units, erosion control and stormwater management plans for the entire resort shall be approved by the local government and effectively implemented.
- D. For developments that exceed or will exceed the allowable density as calculated in Section [9.52](#), stormwater runoff from the expansion structures and associated impervious surfaces created shall be specifically mitigated using best management practices that may include filter strips, infiltration basins, rain gardens and other conservation designs. Best management practices must be designed and installed in accordance with the latest Pollution Control Agency's stormwater best management practices manual.

9.8 Maintenance and Design Criteria.

9.81 Maintenance and Administration Requirements.

- A. Before final approval of a planned unit development or conservation subdivision, adequate provisions must be developed for preservation and maintenance in perpetuity of open spaces and for the continued existence and functioning of the development.
- B. Open space preservation. Deed restrictions, covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent means must be provided

to ensure long-term preservation and maintenance of open space. For areas greater than ten (10) acres, easements shall be held by a qualified unit of government, Conservation Organization, Land trust or similar organization authorized to hold interest in real property pursuant to [Minnesota Statutes, Section 84C.01-05](#), as approved by the local unit of government. Local units of government may also hold or co-hold as easement. The instruments must include all of the following protections:

- 1) commercial uses shall be prohibited (for residential developments);
 - 2) vegetation and topographic alterations other than to prevent personal injury or property damage and for restoration efforts based on an approved shoreland vegetation buffer plan shall be prohibited;
 - 3) construction of additional buildings, impervious surface or storage of vehicles and other materials shall be prohibited;
 - 4) uncontrolled beaching of watercraft shall be prohibited; and
 - 5) dumping, storage, processing, burning, burying, or landfill of solid or other wastes shall be prohibited.
- C. Shoreland vegetation shall be preserved, restored and maintained according to the approved shoreland vegetation buffer plan. The loss of vegetation shall be replaced in-kind.
- D. Development organization and functioning. Unless an equally effective alternative community framework is established, when applicable, all residential developments must use an owners association with the following features:
- 1) membership must be mandatory for each dwelling unit or site purchaser and any successive purchasers;
 - 2) each member must pay a pro rata share of the association's expenses, and unpaid assessments can become liens on units or sites;
 - 3) assessments must be adjustable to accommodate changing conditions; and
 - 4) the association must be responsible for insurance, taxes, and maintenance of all commonly owned property and facilities, and it must enforce covenants, deed restrictions, and easements. The association must have a land stewardship plan for common open space areas greater than 10 acres specifically focusing on the long-term management of these open space lands.
- E. Amendments or revisions to covenants or deed restrictions. Before establishing or recording any common interest community, the developer shall submit documents, including all covenants, conditions, restrictions, easements, and operating rules and procedures associated with the development, for review and approval by the local government unit pursuant to [Minnesota Statutes, Section 515B.1-106](#). Under no circumstances shall covenants or deed restrictions be modified without the local government units determination that the proposed changes fully comply with the requirements of Section [9.0](#).
- F. All residential developments must contain at least five (5) dwelling units or sites.

9.82 **Open Space/Common Open Space Requirements.** Residential and commercial developments must contain open space area meeting all of the following criteria:

- A. At least 50 percent of the total project area must be permanently preserved as common open space area. The common open space area must include areas with physical characteristics unsuitable for development in their natural state, and areas containing significant historic sites or unplatted cemeteries, and at least 25 percent of the common open space area must be upland area. At least 33 percent of the common open space area shall be retained in a contiguous area.
- B. The land area of all dwelling units/sites and accessory structures, the space between buildings

in a cluster, an area of 25 feet around each structure, all road rights-of-way, and all land covered by impervious surfaces, road surfaces, parking areas, or structures, shall not be included in the computation of the common open space area.

- C. A shoreland vegetation buffer plan designed and implemented meeting the standards in Section [103450217.2](#).
- D. The open space area may include outdoor recreational facilities for use by owners of the dwelling units/sites, or the public.
- E. The shore and bluff impact zones, based on normal structure setbacks shall be included as common open space area. New developments, and redevelopments of existing developments shall meet vegetation standards in Section [103450217.2](#). No impervious surfaces shall be allowed within the shore impact zone, except for boat launches, stairways, lifts or landings. For conservation subdivisions, there must be at least one access corridor to the shore impact zone common open space area for use by all members of the owners association. The minimum width of an access corridor shall be 50 feet, and access corridors shall be in upland areas.
- F. The Common open area space shall not include commercial facilities.
- G. The appearance of common open space areas, including topography, vegetation, and allowable uses, shall be preserved by use of permanent easements, public dedication and acceptance, or other equally effective and permanent means. For permanent easements, a willing party for receiving easements must be declared, otherwise a party may be assigned pursuant to [Minnesota Statutes 375.18, Subp. 12](#).
- H. Common open space areas may include subsurface sewage treatment systems if the use of the space area is restricted to avoid adverse impacts on the systems.
- I. Dwelling units or sites, road rights-of-way, or land covered by road surfaces, parking areas, or structures, except water-oriented accessory structures or facilities, are developed areas and shall not be included in the computation of the minimum open space area.

9.83 **Erosion Control and Storm Water Management.** Erosion control and storm water management plans must be developed and the development must:

- A. be designed by certified personnel in erosion and sediment control using the best management practices found in the latest Minnesota Pollution Control Agency's storm water best management practices manual, and the construction managed, to minimize the likelihood of serious erosion occurring either during or after construction. This must be accomplished by limiting the amount and length of time of bare ground exposure. Temporary ground covers, sediment entrapment facilities, vegetated buffer strips, or other appropriate techniques must be used to minimize erosion impacts on surface water features. Erosion control plans must be reviewed by the Aitkin County Soil and Water Conservation District and approved by the Aitkin County Planning Commission; and
- B. be designed and constructed to effectively manage reasonably expected quantities and qualities of storm water runoff. Impervious surface coverage within any tier must not exceed 25 percent of the tier area, except that for commercial PUD's 35 percent impervious surface coverage may be allowed in the first tier of general development lakes with an approved stormwater management plan and consistency with Section [7.0](#).

9.84 **Centralization and Design of Facilities.** Centralization and design of facilities and structures must be done according to the following standards:

- A. planned unit developments and conservation subdivisions must be connected to publicly owned water supply and sewer systems, if available. On-site water supply and sewage treatment systems must be centralized and designed and installed to meet or exceed applicable standards or rules of the Minnesota Department of Health and Section [6.2](#) and [6.3](#) of

this ordinance. On-site sewage treatment systems must be located on the most suitable areas of the development, and sufficient lawn area free of limiting factors must be provided for a replacement soil treatment system for each sewage system;

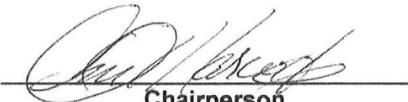
- B. dwelling units or sites must be clustered into one or more groups and located on suitable areas of the development. They must be designed and located to meet or exceed the following dimensional standards for the relevant shoreland classification: setback from the ordinary high water level, elevation above the surface water features, and maximum height. The site design must incorporate the use of narrower road right-of-ways than conventional subdivisions, some single loading streets, looped roadways versus cul-de-sacs, use of pervious surfaces and preservation of trees, unique resources, and scenic vistas. Setbacks from the ordinary high water level must be increased in accordance with Section [9.53](#) of this Ordinance for Developments with density increases;
- C. For conservation subdivisions, riparian lot standards shall meet the minimums in Sections [6.1 – 6.13](#), and lots shall not extend into the shore impact zone. For conservation subdivisions, the non-riparian lot standards that apply are the lot size and width standards in Section [6.1 – 6.13](#), however these are the maximum lot size and width standards for these developments, not minimum lot size and lot width standards.
- D. shore recreation facilities, including but not limited to swimming areas, docks, and watercraft mooring areas and launching ramps, must be centralized and located in areas suitable for them. Evaluation of suitability must include consideration of land slope, water depth, aquatic and shoreland vegetation, soils, depth to ground water and bedrock, or other relevant factors. Boating facilities shall be located adjacent to the deepest water available. The number of spaces provided for continuous beaching, mooring, or docking of water craft must not exceed one for each allowable dwelling unit or site in the first tier (not notwithstanding existing mooring sites in an existing commercially used harbor). Individual docks shall not be allowed. Launching ramp facilities, including a small dock for loading and unloading equipment, may be provided for use by occupants of dwelling units or sites located in other tiers, and their watercraft shall be stored outside the building setback line. All shore recreational facilities shall be approved by the Aitkin County Planning Commission;
- E. structures, parking areas, and other facilities must meet or exceed the structure setbacks in Section [6.21](#), and must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks, color, or other means acceptable to the local unit of government, assuming summer, leaf-on conditions. Vegetative and topographic screening must be preserved, if existing, or may be required to be provided;
- F. accessory structures and facilities, except water oriented accessory structures, must meet the required principal structure setback and must be centralized; and
- G. water-oriented accessory structures and facilities may be allowed if they meet or exceed design standards contained in Section [6.22](#) of this ordinance and are centralized.

9.9 Conversions. Existing resorts or other land uses and facilities may be converted to residential developments if all of the following standards are met:

- 9.91 Proposed conversions must be initially evaluated using the same procedures for residential developments involving all new construction. All inconsistencies between existing features of the development and these standards must be identified.
- 9.92 Deficiencies involving water supply and sewage treatment, structure color, impervious coverage, open space, and shore recreation facilities must be corrected as part of the conversion or as specified in the conditional use permit.
- 9.93 Shore and bluff impact zone deficiencies must be evaluated and reasonable improvements made as part of the conversion. These improvements must include, where applicable, the following:

- A. removal of extraneous buildings, docks, boat launching areas and ramps, or other facilities that no longer need to be located in shore or bluff impact zones;
 - B. remedial measures to correct erosion sites and improve vegetative cover and screening of buildings and other facilities as viewed from the water; and
 - C. if existing dwelling units are located in shore or bluff impact zones, conditions are attached to approvals of conversions that preclude exterior expansions in any dimension or substantial alterations. The conditions must also provide for future relocation of dwelling units, where feasible, to other locations, meeting all setback and elevation requirements when they are rebuilt or replaced.
- 9.94 Existing dwelling unit or dwelling site densities that exceed standards in Section [9.5](#) may be allowed to continue but must not be allowed to be increased, either at the time of conversion or in the future. Efforts must be made during the conversion to limit impacts of high densities by requiring seasonal use, improving vegetative screening, centralizing shore recreation facilities, installing new sewage treatment systems, or other means.

Adopted by the Aitkin County Board of Commissioners this 24th Day of
April, 2018.



Chairperson
Aitkin County Board of Commissioners

Attest:



Jessica Seibert
Aitkin County Administrator

Approved as to Form:



Jim Ratz
Aitkin County Attorney

ORDINANCE CERTIFICATION CHECKLIST
AITKIN COUNTY, MINNESOTA

1. March 7& 21, 2018 Date of Published Hearing Notice.

2. February 27, 2018 Date of Postmark of Hearing Notice
To Commissioner of the DNR/Area
Hydrologist

3. March 26, 2018 Date of Hearing(s)

4. April 24, 2018 Date of Ordinance Adoption

5. March 21, 2018 Date of Affidavit of Published Amendments
to the Ordinance

6. _____ Date of Official Filing of Adopted
Amendments to the Ordinance.
(_____ Record book Number
_____ Page Number).

7. Yes Board of Adjustment/Appeals has been
established.

Appendix I

Figure 1. Bluff Illustration

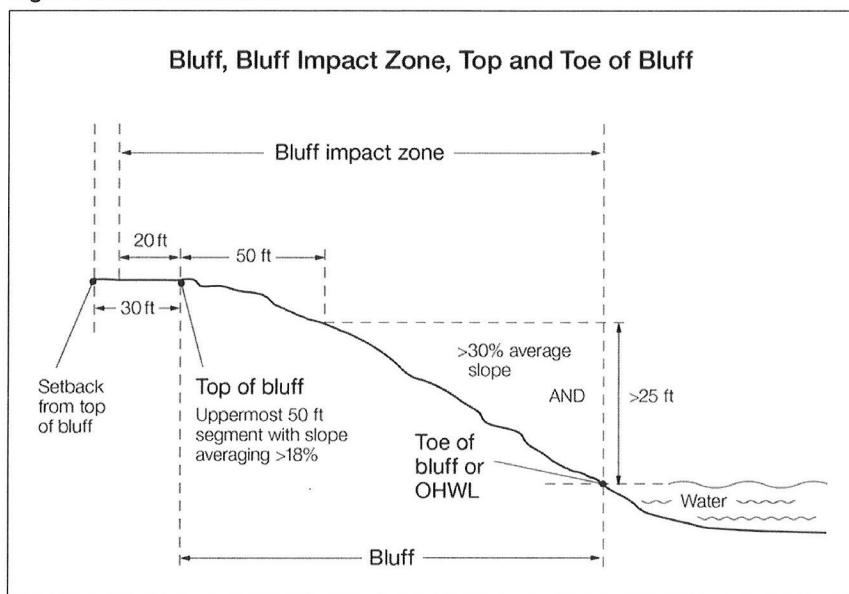
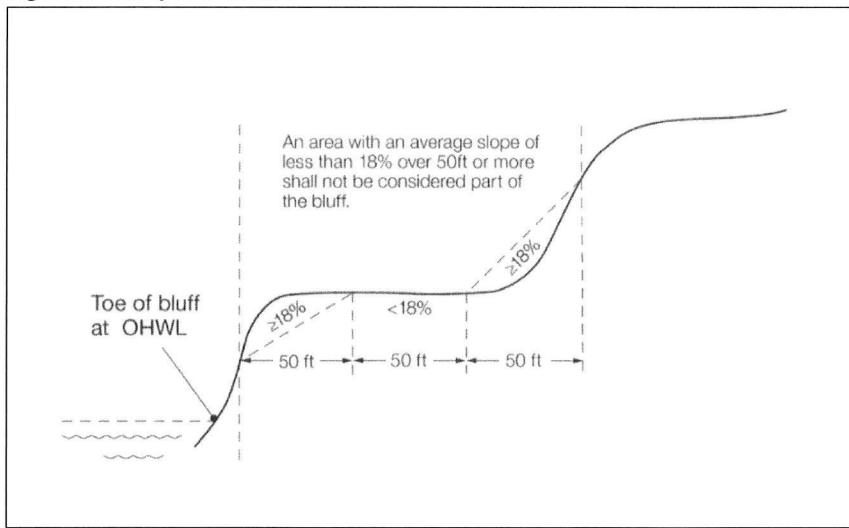


Figure 2. Exception to Bluff



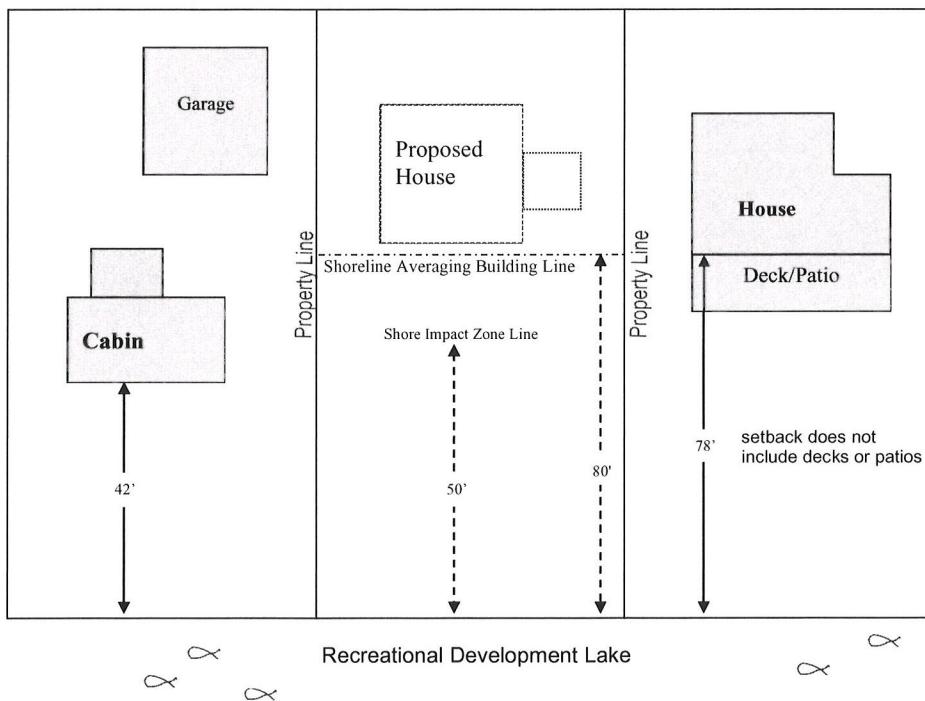
Appendix II

Shoreline Averaging

6.21 Placement of Structures on Lots. ...Where dwelling units exist on the adjoining lots on both sides of a proposed dwelling site, dwelling setbacks may be altered without a variance to a point twenty (20) feet landward from the adjacent development (from the dwelling unit not including decks or patios) shoreline average to the ordinary high water level, provided the proposed dwelling site is not located in the shore impact zone or bluff impact zone. The existing structure on adjoining lots must be of a quality such that a reasonable and prudent person would use the same for the purpose of habitation, and must not be a recreational camping vehicle, guest cottage or accessory structure...

Definition: "Shore impact zone" means
Land located between the ordinary high water level of a public water
and a line parallel to it at a setback of 50% of the structure setback
but not less than 50 feet, whichever is greater.

Note: Shoreline averaging is for
new residences only.



Averaging Setbacks: $78' + 42' = 120' \div 2 = 60'$
Add 20' to Average: $60' + 20' = 80'$
In this example Shoreline Averaging = 80'
(Minimum setback is the Shore Impact Zone Line)

NOTE: All other setbacks must be met to
be qualified for shoreline averaging

Appendix III

AITKIN COUNTY SHORELAND PERFORMANCE (Structure Placement Guidance)

A property should obtain a score of 100 or more to meet performance standard requirements. A conforming lot is assigned a score of 100. A lot is deemed conforming when the structure meets the required setbacks to the protected water as specified in the Aitkin County Shoreland Management Ordinance (SMO). A structure that fails to meet this definition is considered non-conforming.

To determine the level of non-conformance and score (See Reference Table):

- 1) Determine the DNR classification of the protected water on the lot (SMO-4.13 & 4.14)..... 1: _____
- 2) Determine the required "Structure Setback" to that classification of water (SMO 5.2)..... 2: _____
- 3) Determine the "Actual Setback" of the structure by measuring the closest part of the structure to the protected water, bluff, right-of-way, property line, etc. for which a variance is sought..... 3: _____
- 4) Enter the corresponding 'Score Multiplier'..... 4: _____
- 5) Pre-mitigation 'Lot Score': Determine the percentage of the encroachment as it relates to the standard setback by multiplying the Actual Setback with the 'Score Multiplier' (Note: round to the nearest whole number)..... 5: _____

Reference Table: Performance Multipliers for structures, septic, bluff, and sidelots in Aitkin County.

Protected Waters Type (DNR Classification; SMO 4.13-4.14)	Required Structure Setback	Score Multiplier Structures	Required Septic Setback	Score Multiplier Septic	Score Multiplier Bluff	Score Multiplier Sidelot
General Development Lake	75'	1.333	75'	1.333		
Recreational Development Lake	100'	1.000	75'	1.333		
Natural Environment Lake	150'	0.667	150'	0.667		
Mississippi River	150'	0.667	125'	0.800		
Tributary Stream	100'	1.000	75'	1.333	3.33	10.000
Forested Stream	150'	0.667	100'	1.000		
Remote Stream	200'	0.500	150'	0.667		

Mitigation: To bring a non-conforming structure to a score of 100 the landowner conducts and maintains one or more of the below listed mitigating activities:

- A) Zone A(1): Plant and/or maintain a 12.5' wide natural vegetated buffer zone adjacent to the OHW and record deed restrictions to maintain vegetation in its natural state, prohibit mowing or vegetation removal.* Water access as defined in the Shoreland Management Ordinance is allowed (Section 5.31.B.2.c)..... **15 points**
- Zone A(2): Plant and/or maintain a 25' wide natural vegetated buffer zone adjacent to the OHW and record deed restrictions to maintain vegetation in its natural state, prohibit mowing or vegetation removal.* Water access as defined in the Shoreland Management Ordinance is allowed (Section 5.31.B.2.c)..... **30 points**
- B) Zone B: Plant and/or maintain an additional 12.5' wide natural vegetated buffer zone between Zone A landward. Record deed restrictions to maintain vegetation in its natural state, prohibit mowing or vegetation removal.* A ten-foot (10') access path is allowed. **20 points**
- C) Zone C: Plant and/or maintain an additional 12.5' wide natural vegetated buffer zone between Zone B landward. Record deed restrictions to maintain vegetation in its natural state, prohibit mowing or vegetation removal.* A ten-foot (10') access path is allowed. **10 points**
- D) Construction of rain garden(s) to Wisconsin DNR Manual specifications. **20 points**
- E) Removal of all other structures that do not meet the standard building setbacks, including water oriented structures. **20 points**
- F) Removal of impervious surfaces to at least half ordinance limits (SMO 5.52.A).... **10 points**
- G) Removal of fill all placed in historic wetlands and guarantee of no future wetland fill recorded on deed..... **10 points**
- H) Re-vegetate bluff or steep slopes* and provide screening of structures from the lake. **10 points**
- I) Diversion of all water runoff from impervious surfaces away from the lake into retention ponds, subsurface drains, wetlands, etc. with no outlet to the lake or tributary..... **10 points**
- J) Existing conditions may apply on the property that warrant credit. **To be determined by P&Z**

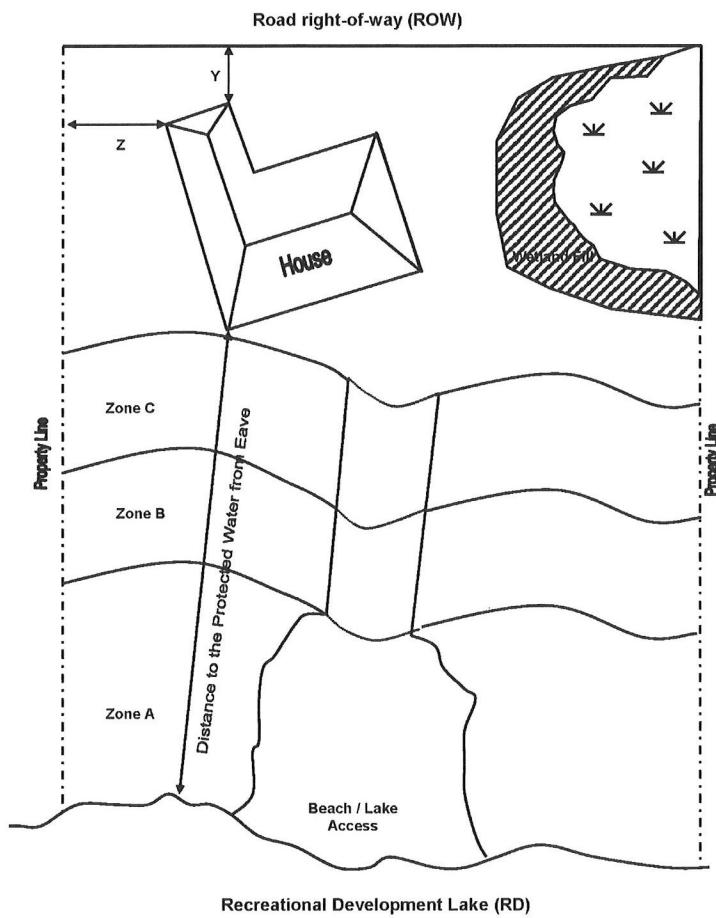
Final Score = Pre-mitigation Lot Score (Line 5) _____ + Mitigation Totals (Lines A-I) _____ = _____

**Note: Plant materials for vegetative buffers shall be native to northern Minnesota. For every 5,000 square feet of buffer area, there shall be a minimum of four types of trees, six types of shrubs, seven forbs, and three grasses planted to achieve a one plant per square foot minimum coverage. Survival of all plants must be guaranteed for a minimum of 5 years*

Board of Adjustment Chairperson

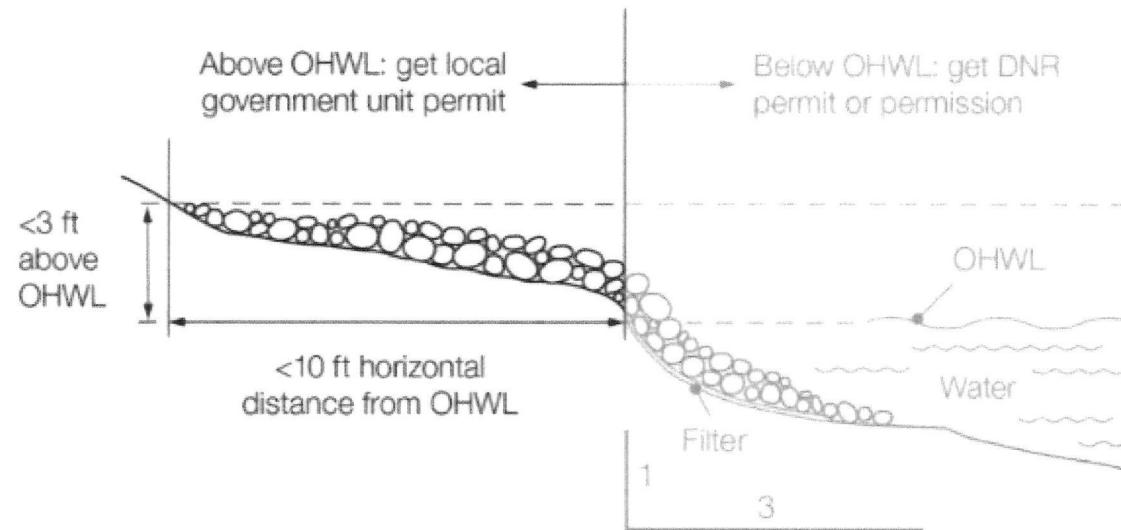
Applicant

AITKIN COUNTY SHORELAND PERFORMANCE
(Example)



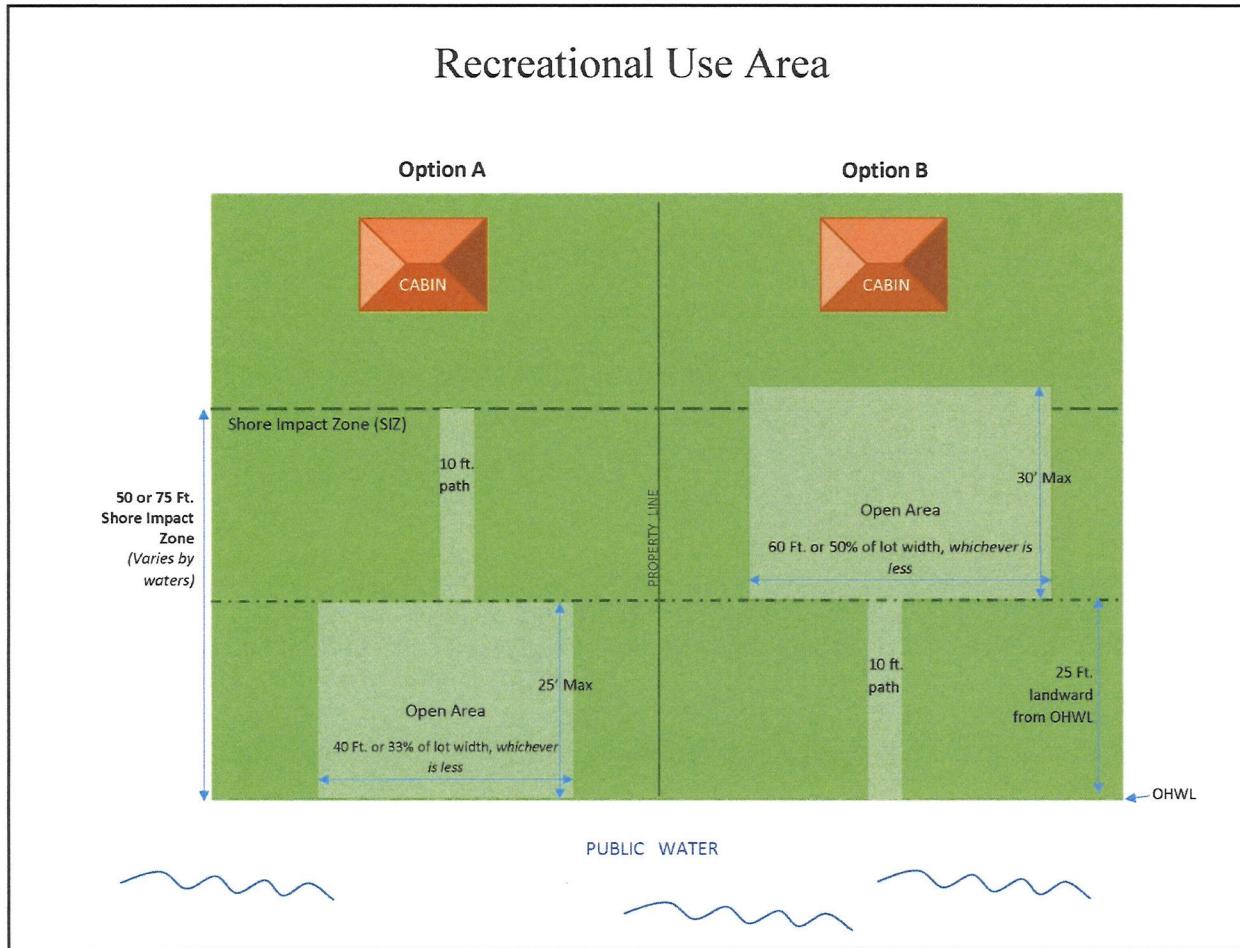
Appendix IV

Riprap Guidelines



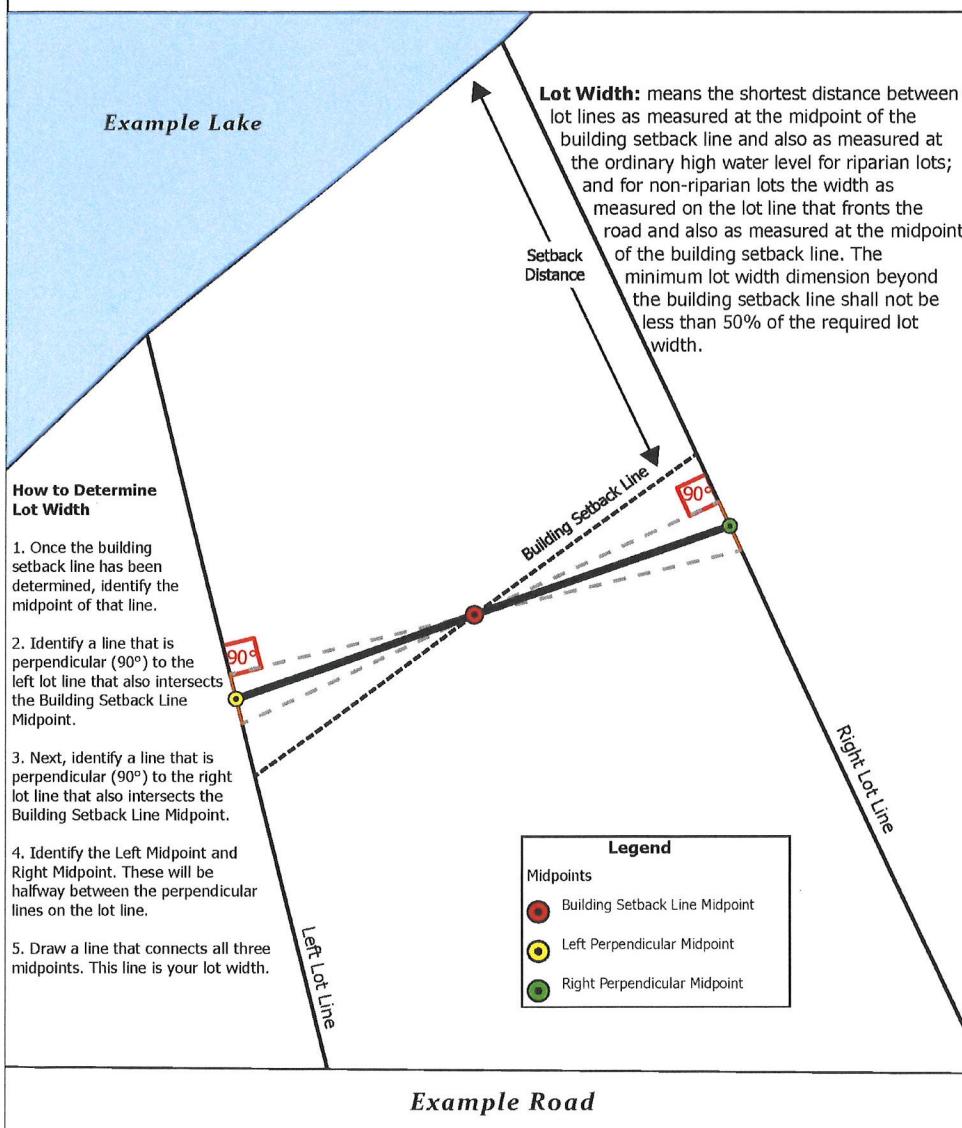
Finished slope below OHWL must be less than a 1:3 ratio

Appendix V



Appendix VI

Determining Lot Width



Appendix VII

STATE OF MINNESOTA

DEPARTMENT OF NATURAL RESOURCES

Pursuant to Minnesota Statutes, Section 105.391, Subd. 1, the Commissioner of Natural Resources hereby publishes the final inventory of Protected (i.e. Public) Waters and Wetlands for Aitkin County. This list is to be used in conjunction with the Protected Waters and Wetlands Map prepared for Aitkin County. Copies of the final map and list are available for inspection at the following state and county offices:

DNR Regional Office, Grand Rapids
Aitkin SWCD
Aitkin County Auditor

Dated: July 3, 1985 STATE OF MINNESOTA
DEPARTMENT OF NATURAL RESOURCES

JOSEPH N. ALEXANDER, Commissioner

By: Joseph N. Alexander

DEPARTMENT OF NATURAL RESOURCES
DIVISION OF WATERS
FINAL DESIGNATION OF PROTECTED WATERS AND WETLANDS WITHIN
AITKIN COUNTY, MINNESOTA.

A. Listed below are the townships of Aitkin County and the township/range numbers in which they occur.

<u>Township Name</u>	<u>Township</u>	<u>Range</u>
Aitkin	47; 136	27; 25
Ball Bluff	52	23
Balsam	50	22
Beaver	46	22
Clark	48	22
Cornish	51	23
Farm Island	46	27
Fleming	48	25
Glen	46	25
Haugen	49	22
Hazelton	44; 45	27
Hill Lake	52	26
Idun	43	24
Jevne	48	24
Kimberly	47	25
Lakeside	44	25
Lee	46	24
Libby	50	24
Logan	49	25
Macville	51	26
Malmo	45	25
McGregor	48	23
Morrison	48	26
Nordland	46	26
Pliny	44	23
Rice River	46	23
Salo	47	22
Seavey	44	24
Shamrock	49	23
Spalding	47	23
Spencer	47	26
Turner	50	23

<u>Township Name</u>	<u>Township</u>	<u>Range</u>
Unorganized Territories	44;45 45 47 48;49 50 51 52	22 24 24 27 25; 26; 27 22; 25; 27 22; 24; 25;27
Verdon	51	24
Wagner	43	22
Waukenabo	49	26
Wealthwood	45	26
White Pine	45	23
Williams	43	23
Workman	49	24

B. PROTECTED WATERS

1. The following are protected waters:

<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-1 : Pine Lake	23,24,25,26	43	22
1-2 : Split Rock Lake	6,7	45	22
1-3 : Sandabacka Lake	16,17	47	22
1-4 : Dutch Lake	16,17,20	47	22
1-5 : Rice Lake	4,5;33	47;48	22
1-6 : Mud Lake	13	48	22
1-8 : Spruce Lake	23	48	22
1-14 : Savanna Lake	6;1	50	22;23
1-15 : Shumway Lake	8,9	50	22
1-16 : Little Prairie Lake	14,15	50	22
1-17 : Stony Lake	16,17	50	22
1-18 : Unnamed	18	50	22
1-19 : Wolf Lake	5,6;32	50;51	22
1-20 : Unnamed	32	51	22
1-21 : Unnamed	11,12	52	22
1-22 : Island Lake	7,18;12,13	49	22;23
1-23 : Round Lake	30,31;25,36	49	22;23
1-24 : Loon Lake	7;12,13	50	22;23
1-25 : Twenty-one Lake	16,21	45	23
1-26 : Little Sheriff Lake	1	47	23

<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-27 : Sheriff Lake	1	47	23
1-28 : Starvation Lake	8,9	47	23
1-29 : Mud Lake	9,10,15	48	23
1-30 : Rice Lake	28,29,32	48	23
1-31 : Anderson Lake	10,11,14,15	49	23
1-32 : Camp Lake	13,14	49	23
1-33 : Lake Minnewawa	various	49	23
1-34 : Horseshoe Lake	23,24	49	23
1-35 : Mud Lake	32,33	49	23
1-36 : Wakefield Lake	2,3	50	23
1-37 : Unnamed	6	50	23
1-38 : Remote Lake	11,12,13,14	50	23
1-39 : Unnamed	14,15,22	50	23
1-40 : Aitkin Lake	16,17,19,21,29,30	50	23
1-41 : Twin Lake	21	50	23
1-42 : Glacier Lake	23,26	50	23
1-43 : Unnamed	29	50	23
1-44 : Tiesen Lake	30	50	23
1-45 : Blackface Lake	3,4,10	51	23
1-46 : Ball Bluff Lake	5	51	23
1-47 : Long Lake	9,16	51	23
1-48 : Unnamed	10	51	23
1-49 : Bay Lake	15	51	23
1-50 : Unnamed	16,17	51	23
1-51 : Unnamed	17	51	23
1-52 : Little Red Horse Lake	21	51	23
1-53 : Rat House Lake	26,35	51	23
1-55 : Boot Lake	— 33,34	51	23
1-56 : Cutaway Lake	35,36	51	23
*1-57 : Little Ball Bluff Lake	4,5,32	51;52	23
1-58 : Vanduse Lake	15,22,27	52	23
1-59 : Hay Lake	25,26,35,36	49	23;24
1-61 : Flowage Lake	various	48;49	23;24
1-62 : Big Sandy Lake	various	49;50	23;24
1-63 : Bass Lake	18,19	50	23
1-64 : Bear Lake	3,4	43	24
1-65 : Cedar Lake	7,8	43	24
1-66 : Porcupine Lake	13	45	24
1-67 : Rice Lake	various	46;47	24
1-68 : Mandy Lake	23	47	24
1-69 : Portage Lake	5,6,7;32	47;48	24

<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-70 : Round Lake	9,10,15,16	48	24
1-71 : Davis Lake	10,14,15,23	48	24
1-72 : Rock Lake	16,20-22,27,28	48	24
1-73 : Bass Lake	22,27	48	24
1-74 : Turner Lake	28,29,32	48	24
1-76 : Sanders Lake	4,5	49	24
1-77 : Rat Lake	13,14,22-24,26,27	49	24
1-78 : Brown Lake	1,36	49,50	24
1-80 : Libby Lake	34,35	50	24
1-82 : Unnamed	36	51	24
1-83 : Townline Lake	18,13	48	24,25
1-84 : Unnamed	2	45	25
1-85 : Twenty Lake	20,29	45	25
1-86 : Deer Lake	32,33	45	25
1-87 : Sugar Lake	2,3,34,35	45,46	25
*1-89 : Long Lake	3,4,9,10	46	25
1-90 : Spring Lake	16,17	46	25
1-91 : Rabbit Lake	17,18,19,20	46	25
1-92 : Swamp Lake	26	46	25
*1-93 : Clear Lake	27,28,29,33,34	46	25
1-96 : Dam Lake	2,3,34,35,36	46,47	25
1-97 : Newstrom Lake	16,17	47	25
1-98 : Camp Lake	27	47	25
1-99 : Gun Lake	8,9,10,16,17,20	48	25
1-100: Jenkins Lake	10,11,14,15	48	25
1-102: Wilkins Lake	15,16,21,22	48	25
1-104: French Lake	19,20,29,30	48	25
1-105: Fleming Lake	20,21,22,29	48	25
1-106: Clear Lake	3,4,9,10	49	25
1-107: Red Lake	9,16	49	25
1-108: Langs Lake	13	52	25
1-109: Taylor Lake	16	52	25
1-110: Studhorse Lake	19	52	25
1-111: Washburn Lake	23,24	52	25
1-112: Dagle Lake	30	52	25
1-113: Turtle Lake	19,24	46	25,26
1-114: Thirty-One Lake	31,36	46	25,26
1-115: Section Ten Lake	3,10,11	46	26
1-116: Lake Four	4	46	26
1-117: Nord Lake	4,5,7,8	46	26

<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-118: Raspberry Lake	6	46	26
1-120: Section Twelve Lake	11,12	46	26
1-121: Linde Lake	14,15	46	26
1-122: Sweetman Lake	14	46	26
1-123: Elm Island Lake	15,16,21,22,27	46	26
1-124: Sixteen Lake	16	46	26
1-125: Lone Lake	19,20,21,28,29,30	46	26
1-126: Monson Lake	22,23	46	26
1-128: Lingroth Lake	35,36	46	26
1-129: Sissabagamah Lake	2,3,34,35	46;47	26
1-132: Hansen Lake	28,29,32,33	47	26
1-134: Sitas Lake	3,10	49	26
1-135: Packer Lake	4,5	49	26
1-136: Waukenaboo Lake	9,10,11,14,15,16	49	26
1-137: Round Lake	16,17,20,21	49	26
1-138: Kingsley Pothole	29	50	26
1-140: Moose Lake	27,28,33,34	51	26
1-141: Previs Lake	1,12	52	26
1-142: Hill Lake	2,11-14,23,24	52	26
1-143: Perry Lake	7	52	26
1-146: Ripple Lake	17,18,19,20;13,24	46	26;27
1-147: Esquagamah Lake	7,8,17,18;12,13	49	26;27
1-148: White Elk Lake	18,19;13,24	50	26;27
1-149: Mallard Lake	2,3,11	45	27
1-151: Spruce Lake	7,8	45	27
*1-153: Laurel Lake	8	45	27
1-156: Spectacle Lake	17,18	45	27
1-157: Big Pine Lake	20,21,28,29	45	27
1-158: Gregg Lake	22	45	27
1-159: Farm Island Lake	4-6;28,29,31-33	45;46	27
1-160: Lake Three	3	46	27
1-161: Hamal Lake	3,9,10	46	27
1-167: Pine Island Lake	9	46	27
1-168: Hill Lake	9,16	46	27
1-169: Bachelor Lake	10,14,15	46	27
1-170: Hanging Kettle Lake	12,13,14	46	27
1-171: Diamond Lake	13	46	27
1-173: Long Lake	16	46	27
*1-174: Thornton Lake	19	46	27
1-176: Little Pine Lake	21,22,27,28	46	27
1-178: Spirit Lake	23,24,25,26	46	27

<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-179: Hickory Lake	26,27	46	27
1-181: Blue Lake	3,4;33,34	46;47	27
1-182: Pickerel Lake	27,28,33,34	47	27
1-183: Bass Lake	28	47	27
1-185: Dogfish Lake	28,33	47	27
1-187: Lily Lake	4,35	47	27
1-188: Blind Lake	10,11,14,15	48	27
1-189: Cartie Lake	21;1	48;136	27;25
1-190: Starry Lake	3,4	49	27
1-191: Avenue Lake	23,26	49	27
1-192: Olds Lake	3	50	27
1-193: Muskeg Lake	3,4	50	27
1-194: Mud Lake	14,23	50	27
1-195: Bass Lake	1;36	50;51	27
1-196: Otter Lake	3;34,35	50;51	27
1-197: Little McKinney Lake	3,26	51	27
1-198: Blackwater Lake	24,25,26	51	27
1-199: McKinney Lake	26	51	27
1-200: Shovel Lake	3,4;33,34	51;52	27
1-201: Holy Water Lake	3	52	27
*1-202: Cranberry Lake	4	52	27
1-203: Unnamed	22	52	27
1-204: Round Lake	6,31,32;1;36	44;45	27;28
1-206: Birch Lake	18,19;13,24	45	27;28
1-207: Townline Lake	19,30;24	46	27;28
1-208: Sunset Lake	30,31;25,36	46	27;28
1-209: Cedar Lake	various	46;47	27;28
1-210: Brown Lake	4;13	48;137	27;25
1-211: Coon Lake	16;25	48;137	27;25
1-212: Moulton Lake	16,21;25,36	49;138	27;25
*1-213: Edna Lake	3,4,9;13,24	50;139	27;25
1-217: Little Turtle Lake	19;24	46	26;27
1-219: Round Lake	16	46	27
1-221: Unnamed	16,17,20,21	46	27
1-228: Unnamed	30	45	27
1-230: Unnamed	16,17,20	45	27
1-232: Johnson Lake	12	45	27
1-233: Constance Lake	11,14	45	27
1-238: Killroy Lake	3,4	45	26
1-243: Unnamed	1,2	44	23
1-251: Unnamed	10	47	23

<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-252: Lost Lake	3	47	23
1-257: Unnamed	35	51	23
1-258: Unnamed	2	50	23
1-259: Unnamed	1	49	23
1-260: Unnamed	29	51	23
1-262: Unnamed	23	52	25
1-263: Unnamed	25,26	52	25
1-269: Unnamed	24	47	25
1-278: Unnamed	27,28	51	27
1-283: Krilwitz Lake	6;1	48	26;27
1-285: Unnamed	20	49	26
1-286: Unnamed	8	49	26
1-287: West Lake	9,10	49	26
1-298: Unnamed	21,22	45	24
1-299: Unnamed	36	44	24
1-311: Unnamed	22	45	27
1-313: Unnamed	11,12,13,14	46	26
1-314: Unnamed	24	46	26
1-323: Townhall Lake	16,21	46	27
1-325: Smith Lake	22,27	49	27
1-326: Big Logan (Oxbow) Lake	4;33,34	47;48	26
1-327: Little Logan (Oxbow) Lake	33,34	48	26
1-331: Upper Blind Lake	11	48	27
1-332: Unnamed	30;25	49	26;27
1-333: Unnamed	14	49	27
1-334: Unnamed	13,14	49	27
1-336: Unnamed	21	48	26
1-337: Unnamed	5,32	48;49	25
1-343: Unnamed	24	47	22
1-351: Unnamed	31,32	52	26
1-352: Unnamed	18	52	26
1-355: Unnamed	20	52	23
1-356: Unnamed	10	52	25
1-358: Moose River Pool	4,5,8,9	51	25
1-361: Unnamed	31;36	51	23;24
1-362: Unnamed	24	50	24
1-363: Unnamed	18,19	50	23
1-364: Unnamed	30	50	23
1-365: Unnamed	28	50	23
1-368: Unnamed	2	49	23

<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-370 : Unnamed	12,13	50	23
1-371 : Unnamed	3	50	23
1-383 : Jewett WMA Impoundment	5,6,8,9	45	24
1-386 : Unnamed	26,27	45	24
1-394 : Unnamed	4,33	45,46	26
1-395 : Unnamed	18	45	27
1-397 : Unnamed	15,16	46	27
1-408 : Unnamed	12	47	25
1-409 : Unnamed	1	47	24
1-410 : Kimberly WMA Impoundment	3,4,5,8,9,17	47	24
1-411 : Kimberly WMA Impoundment	8,17,18	47	24
1-412 : Rice River Impoundment	10,13,14,15,24	47	24
1-413 : Unnamed	22	47	24
1-415 : Salo WMA Impoundment	1,2,35,36	47;48	22
1-418 : Unnamed	33	48	26
1-419 : Unnamed	22	49	26
1-420 : Unnamed	19,30	49	26
1-423 : Unnamed	14,23	50	23
1-427 : Cornish Impoundment	13,14,23	51	23
1-429 : Unnamed	13,14	52	23
1-430 : Unnamed	4	52	23
1-431 : Unnamed	31,32	52	25
*1-433 : Little Hill Impoundment	11,12,13,14	52	27
11-1 : Third Guide Lake	28,1	51;139	27;25
18-2 : Tame Fish Lake	6,7;1,12	45	27;28
18-16 : Terry Lake	28;1,12	48;136	27;25
48-2 : Mille Lacs Lake	various	42;43;44;45	25-28
58-138: Big Pine Lake	7,8,18,19;13,24	43	21;22

2. The following natural and altered natural watercourses are protected waters:

<u>Name</u>	From			To		
	<u>Section</u>	<u>Township</u>	<u>Range</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
Mississippi River (MR)	6	52	23	6	52	23
	5	52	23	5	52	23
	5	52	23	5	52	23
	5	52	23	5	52	23
	5	52	23	6	47	27
Swan River (SR)	6	52	22	9	52	23
Libby Brook	6	52	22	7	52	22

Name	Section	From Township	Range	To Township	To Range
Unnamed to SR	8	52	22	7	52
Unnamed to SR	26(Basin 59)	52	23	11	52
Unnamed to MR	27(Basin 58)	52	23	29	52
Unnamed to Unnamed	5(Basin 46)	51	23	29	52
Twin Rivers Springs (TRS)	19	51	23	27	51
Unnamed to TRS	36(Basin 361)	51	24	26	51
Libby Brook	5	50	23	2	50
*Sandy River	10(Basin 71)	48	24	25	50
Unnamed to Davis Lake	22(Basin 72)	48	24	10(Basin 71)	48
Minnewawa River	32(Basin 33)	49	23	36	49
Unnamed to Lake Minnewawa	18(Basin 22)	49	22	23(Basin 33)	49
Unnamed to Unnamed	19	49	22	19	49
*Unnamed to Sandy River	24(Basin 77)	49	24	24(Basin 60)	49
Prairie River (PR)	25	50	22	3(Basin 62)	49
Unnamed to PR	14(Basin 16)	50	22	23	50
Unnamed to PR	16(Basin 17)	50	22	29	50
Tamarack River (TR)	36	49	22	32	50
Little Tamarack River	12	49	22	15	49
Unnamed to TR	8	49	22	8	49
*Unnamed to TR	4	49	22	4	50
West Savanna River	6(Basin 4)	50	22	35(Basin 62)	50
Unnamed to Savanna Lake	15(Basin 49)	51	23	6(Basin 14)	50
Unnamed to Rat House Lake	23(Basin 427)	51	23	26(Basin 53)	51
Unnamed to Unnamed	2(Basin 36)	50	23	1	50
					23

Name	From			To		
	Section	Township	Range	Section	Township	Range
Unnamed to Big Sandy Lake	34	50	23	34(Basin 50 62)		23
Unnamed to Big Sandy Lake	22(Basin 39)	50	23	29(Basin 50 62)		23
Unnamed to Big Sandy Lake	29(Basin 40)	50	23	30(Basin 50 62)		23
Willow River (WR)	33(Basin 200)	52	27	2	48	26
Unnamed tributary	4(Basin 202)	52	27	4	52	27
Unnamed to WR	9(Basin 139)	51	26	16	51	26
Unnamed tributary	2	52	26	2(Basin 142)		26
Morrison Brook (MB)	4	52	26	23(Basin 52 142)		26
Unnamed to MB	9(Basin 144)	52	26	10	52	26
Unnamed to MB	10(Basin 145)	52	26	10	52	26
Cold Water Creek	22	52	26	22	52	26
Little Hill River	1	52	27	27	52	26
Moose River (MoR)	28(Basin 11-1)	51	27	19	51	25
	20	51	25	33	52	25
Unnamed to MoR	26(Basin 199)	51	27	26	51	27
Unnamed to MoR	36(Basin 195)	51	27	30	51	26
Unnamed to MoR	27(Basin 140)	51	26	27	51	26
Unnamed tributary	3	52	25	26	52	25
Unnamed to Unnamed	23(Basin 111)	52	25	23	52	25
Unnamed to WR	9(Basin 107)	49	25	16	49	25
White Elk Brook	23	49	26	2	48	26
Unnamed tributary	14(Basin 194)	50	27	13(Basin 50 148)		27
Rice River (RR)	24	46	24	4	47	26

<u>Name</u>	From			To		
	<u>Section</u>	<u>Township</u>	<u>Range</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
Dam Brook	26(Basin 92)	46	25	10	45	24
Unnamed to RR	29	46	23	29	46	23
Beckman Creek	22	46	23	29	46	23
Unnamed to RR	23	46	24	24	46	24
Section Five Creek	6	46	22	5	46	23
Unnamed to RR	22	47	23	30	47	23
Wakefield Brook	19	47	22	24	47	24
Dam Brook (DB)	3(Basin 89)	46	25	13	47	25
Long Lake Creek	15	46	25	9(Basin 89)	46	25
Unnamed to DB	27(Basin 98)	47	25	26	47	25
Portage Brook	7(Basin 69)	47	24	13	47	25
Unnamed to Portage Lake	32(Basin 74)	48	24	32(Basin 69)	48	24
Unnamed to RR	20(BNRR) 47		25	16	47	25
*Fleming Brook	29(Basin 105)	48	25	6	47	25
Sissabagamah Creek	2(Basin 129)	46	26	20	47	26
Unnamed to Sissabagamah Lake	14(Basin 122)	46	26	2(Basin 129)	46	26
Rabbit Creek	30(Basin 94)	46	25	25	47	26
Unnamed to Johnson Lake	30	46	25	30(Basin 94)	46	25
Starvation Creek	4(Basin 116)	46	26	20	47	26
Ripple River (RpR)	6(Basin 18-2)	45	27	35	46	27
	26	46	26	24	47	27
Unnamed to Farm Island Lake	9(Basin 154)	45	27	4(Basin 159)	45	27
Unnamed to RpR	35(Basin 128)	46	26	26	46	26
Unnamed to RpR	24(Basin 113)	46	26	26	46	26

Name	Section	From		To	
		Township	Range	Section	Township
Unnamed to Hanging Kettle Lake	14(Basin 169)	46	27	14(Basin 170)	46
Unnamed to RpR	10(Basin 161)	46	27	2	46
Raspberry Creek	6(Basin 118)	46	26	36	47
Little Willow River	18(Basin 147)	49	26	8	48
Unnamed to Esquagamah Lake	1	49	27	12(Basin 147)	49
Unnamed tributary	13(Basin 334)	49	27	12(Basin 147)	49
Unnamed to Waukenaboo Lake	34	50	26	9(Basin 136)	49
Unnamed tributary	21(Basin 137)	49	26	21	49
Cedar Brook	29(Basin 209)	47	27	17	47
East Creek	21	50	27	21	50
Unnamed tributary	4(Basin 190)	49	27	4	49
Coon Creek	16(Basin 211)	48	27	11(Basin 188)	48
Unnamed to Round Lake	29(Basin 157)	45	27	31(Basin 204)	45
Seastade Creek	22	45	26	22(Basin 48-2)	45
Reddy Creek	23	45	26	23(Basin 48-2)	45
Borden Creek	1	44	25	5(Basin 48-2)	44
Seventeen Creek	9	44	25	17	44
Peterson Creek (PC)	27	44	25	32	44
Unnamed to PC	34	44	25	33	44
Cedar Creek	7(Basin 65)	43	24	7	43
Malone Creek (MC)	32	43	24	31	43
Verl Brook	30	43	24	31	43
Snake River (SR)	2	44	23	28	45
	17	44	23	33	43
					23

Name	From Section	From Township	From Range	To Section	To Township	To Range
Unnamed to SR	26(Basin 386)	45	24	6	44	23
Unnamed to SR	23(Hwy 26)	44	23	29	44	23
Unnamed to SR	29	44	23	29	44	23
Bear Creek (BC)	3(Basin 64)	43	24	5	43	23
Unnamed to BC	33	44	24	3	43	24
Unnamed to BC	7	43	23	6	43	23
Bergman Brook (BB)	35	43	24	31	43	23
Unnamed to BB	36	43	24	36	43	24
Cowan Brook	26	43	23	34	43	23
Chelsey Brook (CB)	33	44	22	32	43	22
Unnamed to CB	5(Basin 248)	43	22	20	43	22
Pine River	24(Basin 1)	43	22	24(Basin 58-138)	43	22
Unnamed to Pine Lake	15	43	22	26(Basin 1)	43	22
Unnamed to Unnamed	27	43	22	26	43	22
Unnamed to Pine Lake	2	43	22	24(Basin 1)	43	22
Unnamed tributary	36	43	22	36	43	22
Breman Creek	14	44	22	24	44	22
Birch Creek	11	45	22	13	45	22
Split Rock River	34	46	22	36	46	22
Unnamed to Split Rock Lake	31	46	22	6(Basin 2)	45	22
Unnamed tributary	28(Hwy. 27)	46	22	33	46	22
Unnamed tributary	23	46	22	25	46	22
Dead Moose River	34	47	22	24	47	22

C. WETLANDS

The following are wetlands:

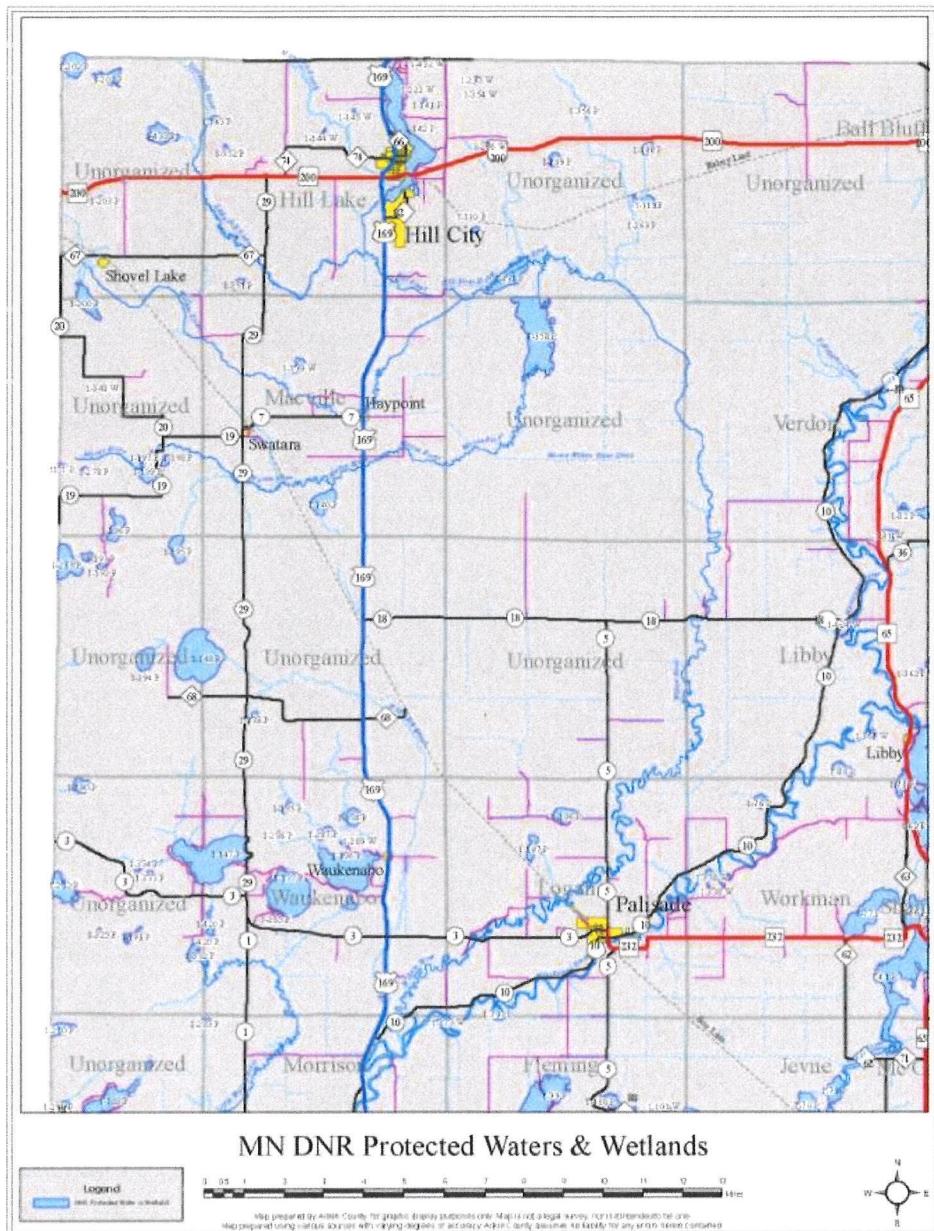
Number and Name	Section	Township	Range
1-7 : Jay Lake	22,27	48	22

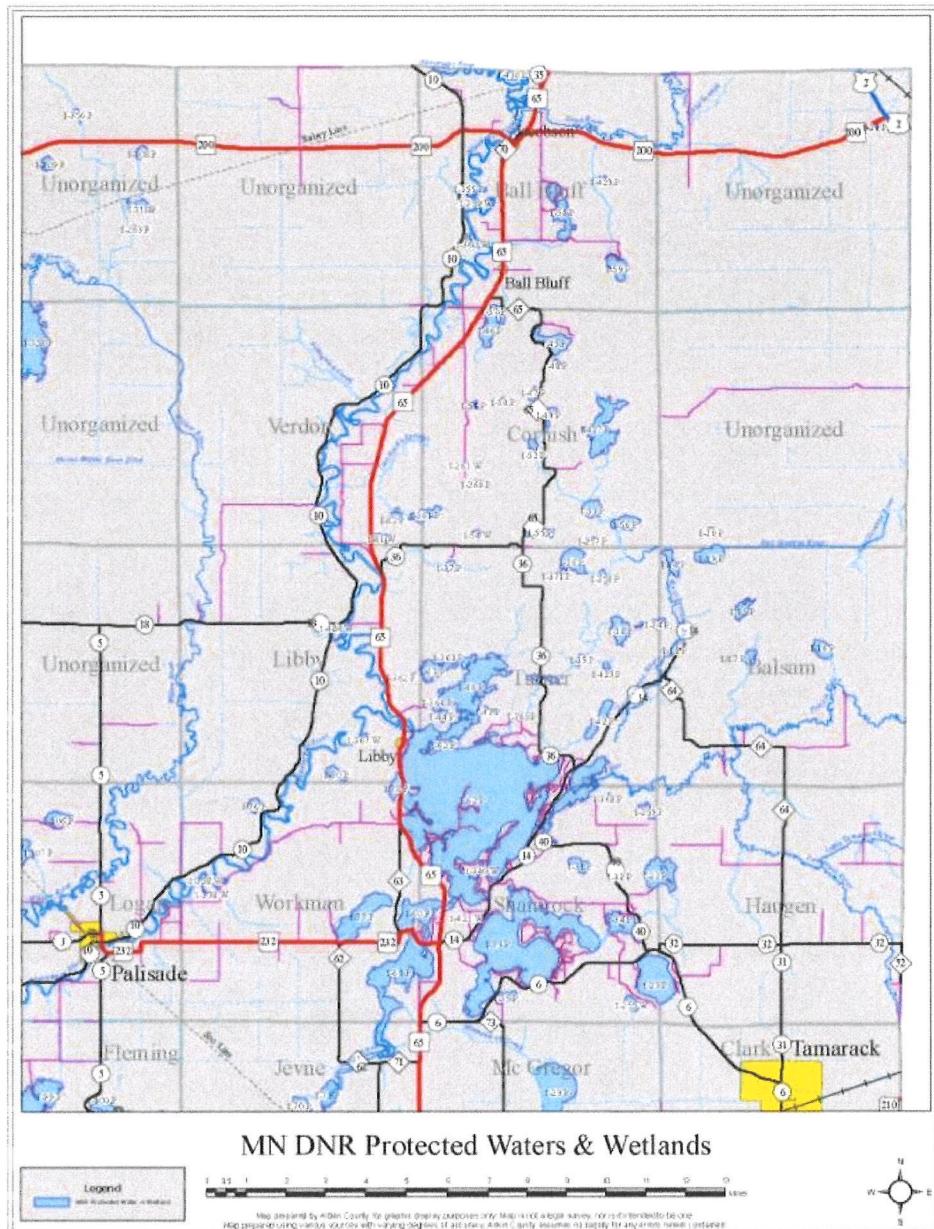
<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-9 : Douglas Lake	23,24	48	22
1-10 : Nelson Lake	23,26	48	22
1-11 : Cranberry Lake	24	48	22
1-12 : Unnamed	13,24	48	22
1-13 : Kelly Lake	7,28	48	22
1-54 : Unnamed	32	51	23
1-75 : Ude Lake	32,33	48	24
1-81 : Oxbow Lake	35,36	51	24
1-88 : Lily Lake	3	46	25
1-94 : Johnson Lake	30	46	25
1-95 : Unnamed	34	46	25
1-101: Long Lake	13	48	25
1-103: Whispering Lake	16	48	25
1-119: Edquist Lake	7	46	26
1-127: Section 25 Lake	25	46	26
1-130: Perkins Lake	27	47	26
1-131: Johnson Lake	28	47	26
1-133: Olson Lake	32	47	26
1-139: Kangas Lake	9	51	26
1-144: Bible Lake	9,16	52	26
1-145: Chamberlin Lake	10	52	26
1-150: Little Spruce Lake	7	45	27
1-152: Cranberry Lake	8	45	27
1-154: Horseshoe Lake	9	45	27
1-155: Camp Lake	17	45	27
1-162: Lake Four	4,9	46	27
1-163: Taylor Lake	5	46	27
1-164: Christmas Lake	6	46	27
1-165: Black Shadow Lake	8	46	27
1-166: Carlson Lake	8,9	46	27
1-172: Landgren Lake	15	46	27
1-175: Dummer Lake	21,28	46	27
1-177: Anderson Lake	22	46	27
1-180: Apple Lake	33,34	46	27
1-184: Poor Farm Lake	28	47	27
1-186: Tarr Lake	34	47	27
1-205: Sanders Lake	6,1	45	27,28
1-216: Schoolhouse Lake	20,29	46	27
1-222: Unnamed	1	52	26
1-223: Camp Lake	8,17	46	27
1-224: Unnamed	7,18	46	27

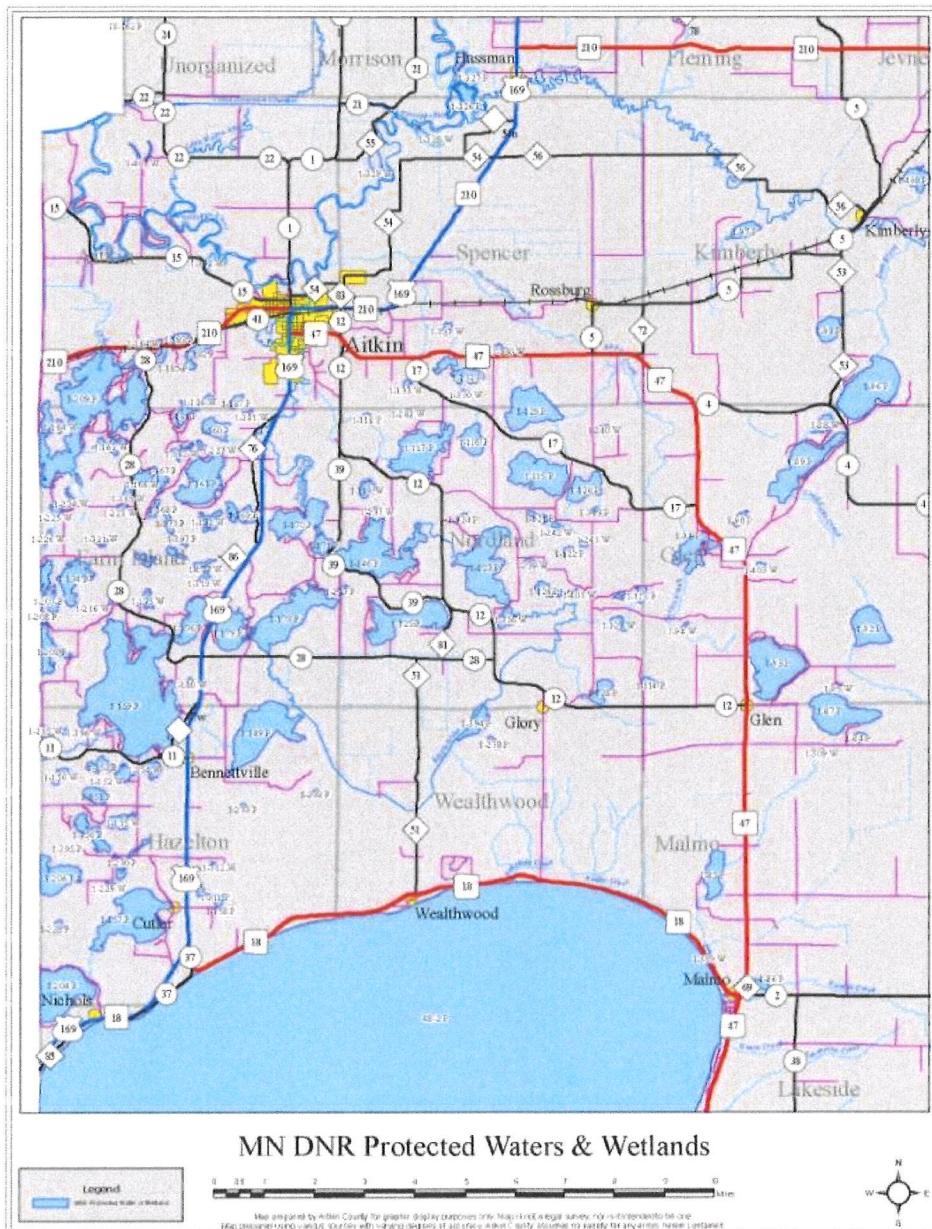
<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-225: Unnamed	18	46	27
1-226: Brennen Lake	18	46	27
1-227: Unnamed	3	46	27
1-229: Unnamed	20	45	27
1-237: Little Ripple Lake	7,18	46	26
1-239: Unnamed	22	46	26
1-240: Haveri Lake	1	46	26
1-241: Unnamed	14	46	26
1-242: Unnamed	14	46	26
1-254: Bone Lake	24	48	22
1-255: Unnamed	36	49	23
1-261: Unnamed	19,20	51	23
1-264: Unnamed	14	48	25
1-270: Unnamed	27,28	48	24
1-273: Unnamed	6	52	25
1-276: Smith Lake	17,18	52	25
1-281: Unnamed	2	46	27
1-282: Soderman Lake	5;32	46;47	26
1-288: Baker Lake	10	49	26
1-289: East Lake	10	49	26
1-309: Unnamed	10	45	25
1-312: Unnamed	22	45	27
1-316: Sjodin Lake	27	46	26
1-319: Unnamed	22	46	27
1-321: Prescott Lake	17	46	27
1-322: Unnamed	17	46	27
1-328: Unnamed	4,5	47	26
1-329: Unnamed	6,7	47	26
1-330: Unnamed	33	47	26
1-338: Unnamed	18	49	24
1-340: Unnamed	17	49	23
1-345: Unnamed	22,27	48	22
1-347: Unnamed	22	48	22
1-348: Unnamed	15	51	27
1-354: Unnamed	6	52	25
1-359: Unnamed	20	52	23
1-360: Unnamed	29	52	23
1-366: Unnamed	22	50	23
1-367: Unnamed	26,35	50	24
1-372: Unnamed	15,22	47	27
1-373: Clark Logan (Oxbow) Lake	6;1	48	25;26

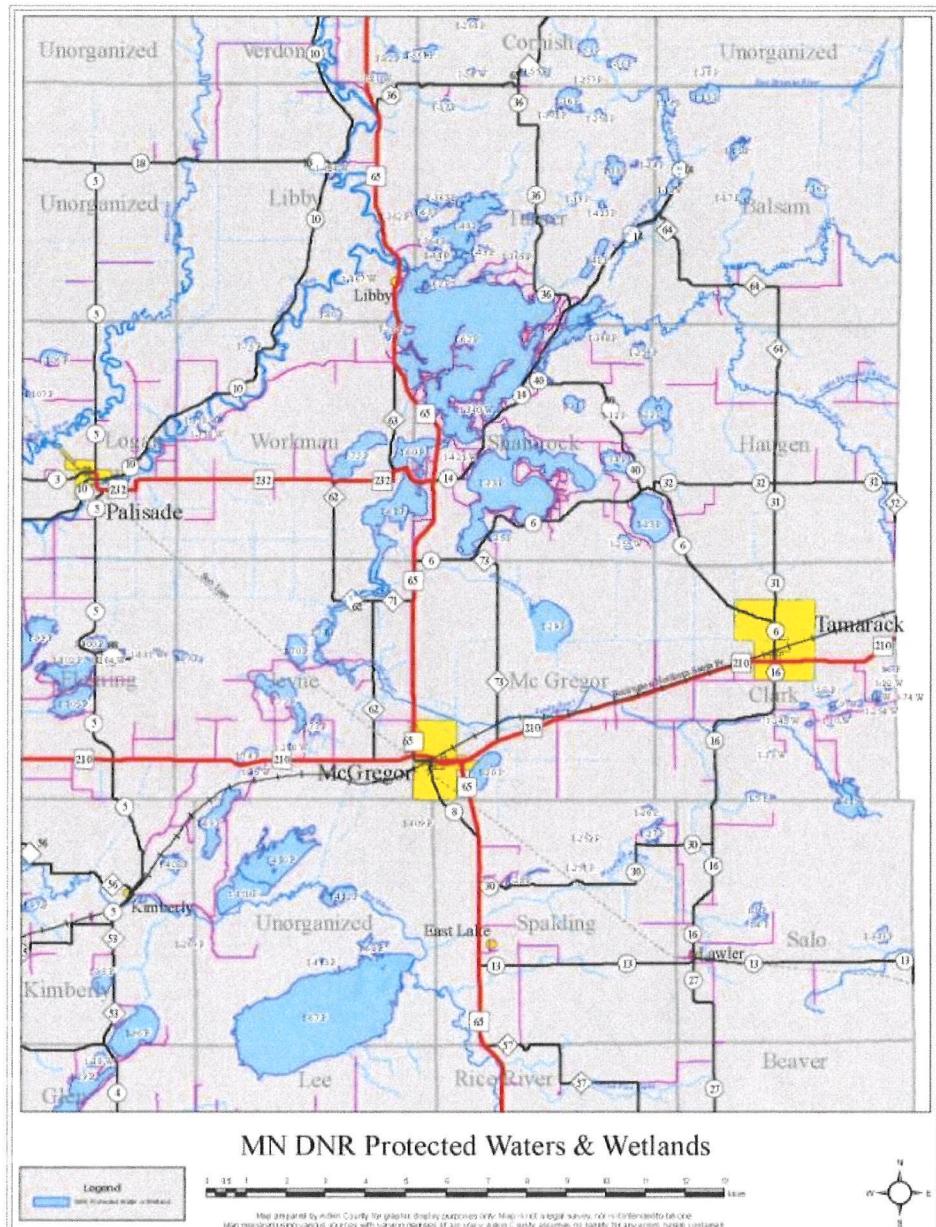
<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-389: Unnamed	32	45	25
1-396: Unnamed	6	45	27
1-398: Unnamed	30,31	46	27
1-399: Unnamed	5	46	27
1-401: Unnamed	23	46	26
1-403: Unnamed	21	46	25
1-407: Unnamed	4,5,8,9	47	27
1-421: Unnamed	20	49	23
1-424: Unnamed	14,15	50	24
1-432: Unnamed	1,36	52,53	26
1-434: Unnamed	30,31	50	23
*9-74 : Kettle Lake	19,24	48	21,22

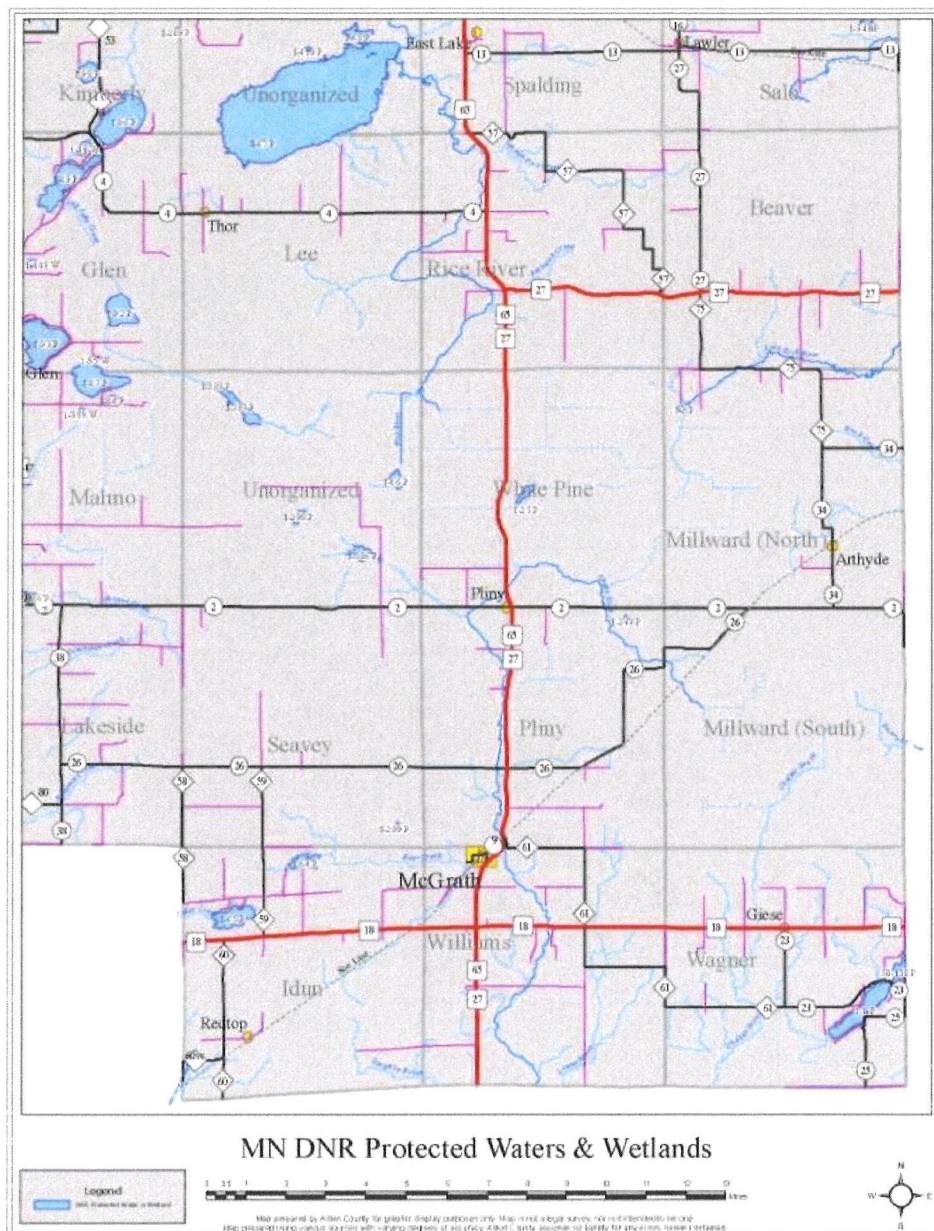
*This is corrected from a previous typographic and/or cartographic error.

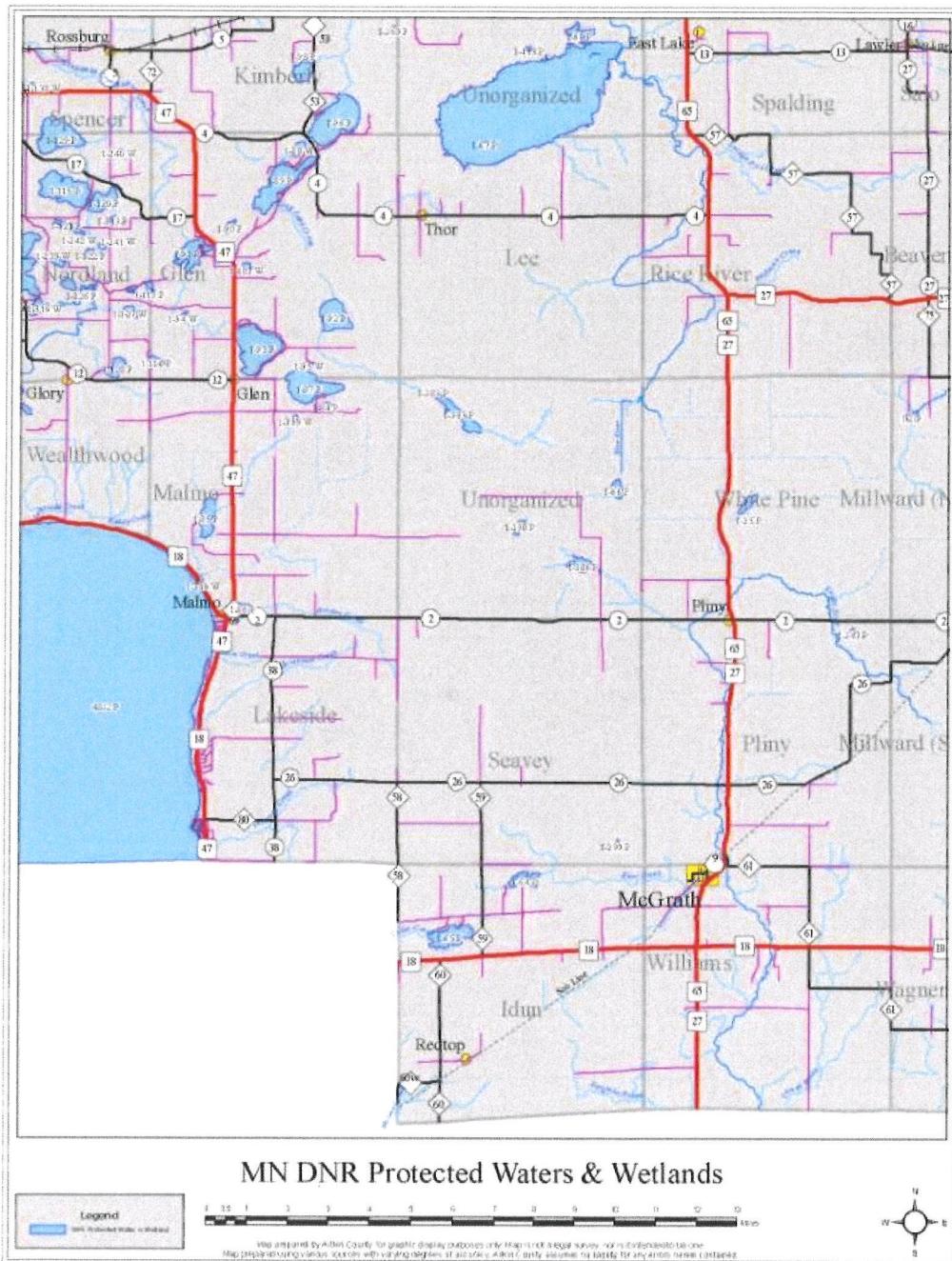














Board of County Commissioners Agenda Request

7B

Agenda Item #

Requested Meeting Date: January 6, 2026

Title of Item: First Reading - Amendment to Shoreland Ordinance (Discussion Only)

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Andrew Carlstrom	Department: Environmental Services
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 15 Minutes

Summary of Issue: <p>On November 17, 2025 the Aitkin County Planning Commission approved the proposed amendments to the Aitkin County Shoreland Management Ordinance.</p> <p>In accordance with MN Statute 394 and Rule 11 of the Aitkin County Ordinances and Procedures of the Board of Commissioners Meeting Procedures and Rules of Business Board of Commissioners, two readings shall be conducted prior to the adoption of the amendment. The three proposed amendments brought forth by Commissioners and in addition to what the Planning Commission previously recommended approving are as follows:</p> <p>Please see attached proposed memorandum with proposed summary of changes, a proposed resolution, and the complete, amended Aitkin County Shoreland Management Ordinance</p>

Alternatives, Options, Effects on Others/Comments: Discussion Only
--

Recommended Action/Motion: Discussion Only
--

Financial Impact: Is there a cost associated with this request? What is the total cost, with tax and shipping? \$ Is this budgeted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Please Explain:
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AITKIN COUNTY ENVIRONMENTAL SERVICES PLANNING & ZONING

Aitkin County Government Center
307 2nd Street NW, Room 219
Aitkin, MN 56431

aitkinpz@aitkincountymn.gov
Phone: 218-927-7342
Fax: 218-927-4372

MEMORANDUM

DATE: January 6, 2026

TO: Aitkin County Board of Commissioners

FROM: Andrew Carlstrom, Director Environmental Services – Planning & Zoning Administrator

RE: Amendments to the 2018 Aitkin County Shoreland Management Ordinance

In accordance with the 2025 Aitkin County Strategic Plan and in an effort to streamline, improve clarity, and update the current Shoreland Management Ordinance, Aitkin County Environmental Services staff has worked collaboratively with the Ordinance Committee and with the Minnesota Department of Natural Resources (DNR) Area Hydrologist, to propose modest amendments to the current 2018 ordinance. The Aitkin County Shoreland Management Ordinance is our most comprehensive and regulated land use ordinance. A summary of the proposed changes are as follows:

- Section 2.7 – Administrative additions to and revision of definitions
- Section 4.25 – Administrative update of the classification list for land uses
- Section 7.22 – Administrative updated language on vegetation alterations
- Section 9.82 – Open Space/Common Open Space Administrative Change

The following is the past and present tentative timeline for the proposed Shoreland Ordinance amendments:

November 2024 to May 2025: Ordinance Committee review, discussion, and revisions of the Aitkin County Shoreland Management Ordinance.

June 18 – July 18, 2025: 30 Day Press Release for written public comments to proposed amendments.

July 31, 2025: County Board “Committee of the Whole” public meeting to discuss the proposed amendments and receive comments from the public.

September 22, 2025: Aitkin County Planning Commission’s held public workshop and received public comments on proposed amendments to the Shoreland Management Ordinance.

November 17, 2025: Aitkin County Planning Commission Public Hearing on the proposed amendments to the Shoreland Management Ordinance

January 6, 2026: Aitkin County Board of Commissioners Public Hearing and First Reading of proposed amendments.

January 27, 2026: (Tentative) Aitkin County Board of Commissioners Second Reading and tentative adoption of proposed amendments.

If you have any questions, please feel free to contact me at 218-927-7342 or by email at andrew.carlstrom@aitkincountymn.gov.

Resolution #20260127-xxx Aitkin County Shoreland Management Ordinance Amendment

WHEREAS, in an effort to regulate land use practices that protect surface water quality, protect near shore habitat, and protect shoreland aesthetics, the Aitkin County Shoreland Management Ordinance regulates shoreland zoning with standards in place to mitigate possible adverse impacts to the health, safety, and welfare of surrounding properties and environments.

WHEREAS, Aitkin County is experiencing and is expected to experience a continued marked increase in shoreland zoned applications to include new buildings, vegetation alterations, and general land alterations; AND

WHEREAS, Minnesota Administrative Rules 6120.2500 through 3900 governs State shoreland regulations, with Aitkin County initially adopting it's Shoreland Ordinance in 1992, and making further amendments in 2001, 2005, 2008, 2011, 2012, 2017, and 2018; AND

WHEREAS, Aitkin County desires to amend the current ordinance in order to improve organization, understandability, and enforceability of the current Shoreland Ordinance; AND

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners does hereby authorize the proposed amendments of the Aitkin County Shoreland Management Ordinance.

Adopted this 27th Day of January, 2026 By The Aitkin County Board of Commissioners.

Attest:

J. Mark Wedel
County Board Chair

David J. Minke, County Administrator
Clerk to the County Board

STATE OF MINNESOTA}
COUNTY OF AITKIN}



Aitkin County Board of Commissioners Committee Reports Forms

8A

Agenda Item #

Committee	Freq	Scheduled	Representative
Association of MN Counties (AMC)			
Environment & Natural Resources Policy			Environmental Services Director
General Government			Commissioner Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Westerlund
Public Safety Committee			Commissioner Westerlund
Transportation Policy			Commissioner Kearney
Age-Friendly Changemakers			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	Westerlund
Aitkin County Community Corrections	Quarterly	Varies	Wedel and Westerlund
Aitkin County HRA (Liaison)	Monthly	4th Wednesday	Sample
Anoka County JPA Advisory Board	3x per year	1st Thursday in Feb, June and	Westerlund
Aitkin County Opioid Settlement Sub-committee	TBD	TBD	Sample
Aitkin County Water Planning Task Force	Bi-monthly	3rd Wednesday	Wedel
Aitkin Economic Development Administration	Quarterly	3rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly Sept. to May	1x a month, 3rd Wed.	Kearney, Alt. Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly (begin Feb.)	3rd Wednesday	Kearney, ALT. Leiviska
Arrowhead Regional Development Comm.	Quarterly	3rd Thursday	Kearney, ALT. Leiviska
ATV Committee	Monthly		Leiviska and Westerlund
Big Sandy Lake Management Plan	Monthly	2nd Wednesday	Sample Alt. Kearney
Brainerd 1 Watershed 1 Plan	Monthly	4th Tuesday	Wedel
Budget Committee	Monthly	1st Tuesday	Leiviska and Wedel
East Central Regional Library Board	Monthly	2nd Monday	Leiviska Alt. Sample
Economic Development	Monthly	4th Wednesday	Wedel and Sample
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Kearney and Sample
Extension	4x year	Monday	Kearney Alt. Westerlund
Facilities	As needed		Wedel and Sample
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Kearney
Historical Society (Liaison)	Monthly	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Sample
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
JET (NE MN Office Job Training)	As called		Leiviska
Northeast MN ATP	Quarterly	2nd Wednesday	Kearney (Leiviska, Alt.) and
Northeast MN Emergency Communications Board (ECB)	5-6x yr	4th Thursday	Leiviska (Sheriff Guida Alt.)
Northeast Waste Advisory Council	Quarterly	2nd Monday	Westerlund Alt. Sample
Northern Counties Land Use Coordinating Board	Monthly	1st Thursday	Westerlund Alt. Kearney
Ordinance	As needed		Leiviska and Sample
Personnel/Insurance	As needed	2nd Tuesday	Kearney and Wedel
Planning Commission	Monthly	3rd Monday	Kearney Alt. Westerlund
Rum 1W1P Policy Committee	Monthly	Unknown	Westerlund, Alt. Leiviska
Snake River 1W1P Policy			Leiviska Alt. Sample
Sobriety Court	Bi-Monthly	3rd Thursday	Wedel
Solid Waste Advisory	As needed		Wedel and Sample
Toward Zero Deaths	Monthly	2nd Wednesday	Wedel
Tri-County Community Health Services	Bi-Monthly	2nd Thursday	Westerlund