



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: July 8, 2025

Where: Government Center Board Room

The public is invited to join the meeting remotely by phone call:

Phone: 1-415-655-0001

Access Code: 2558 906 6525

Meeting Password: 7282

9:00 a.m.

1) J. Mark Wedel, County Board Chair

- A) Call to Order**
- B) Pledge of Allegiance**
- C) Approval of the Agenda**

9:00 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 in those five minutes but will take the information and find answers if that is 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.

- 2) Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.

A) Correspondence File-

June 24, 2025 - July 7, 2025

B) Approve County Board Minutes-

June 24, 2025

C) Approve Electronic Funds Transfers

EFT Report thru 06.30.25

D) Approve Manual Warrants/Voids/Corrections-

ELAN 06.05.25

E) Approve Auditor Vouchers-

Auditor Warrant - HHS 06.27.25

F) Adopt Resolution-

LG220 Application for Exempt Permit - MN Deer Hunters Assoc. McGregor

G) Approve Manual Warrants/Voids/Corrections-

ELAN 06.20.25

H) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 06.30.25

I) Approve Commissioner's Vouchers

Commissioner Warrants 07.03.25

J) Adopt Resolution-

Direct purchase of tax-forfeited land - Stephanie Werner

K) Adopt Resolution-

Final Contract Payment #20228

L) Approve Auditor Vouchers-

Auditor Warrant 07.03.25

M) Adopt Resolution-

Search & Rescue Donation - Turner Township

N) Adopt Resolution-

Search & Rescue Donation - Glen Township

O) Adopt Resolution-

Search & Rescue Donation - Lakeside Township

P) Adopt Resolution-

Adoption of Health Promotion Team Guidelines

9:05 a.m.

- 3) **Megan Cummings - HOPE Executive Director**
A) **HOPE Presentation**

9:25 a.m.

- 4) **Dennis Thompson – Land Commissioner**
A) **Approve Pine Knoll Public Water Access on the Mississippi River**
B) **Approve Cooperative Land Use Agreement with Aitkin Township**

9:35 a.m.

- 5) **Andrew Carlstrom – Environmental Services Director**
A) **Second Reading - Amendment to Septic Ordinance - Discussion Only**
B) **Adopt Resolution - Amending Aitkin County Septic Ordinance**
C) **Approve Request of Committee of the Whole Meeting - Shoreland Ordinance**

10:00 a.m.

- 6) **Jim Bright – Facilities Coordinator**
A) **Aitkin County Fair Update - Discussion Item**
B) **Adopt Resolution - Aitkin County Health & Human Services Office Space Lease Agreement**

10:20 a.m.

- 7) **Mark Jeffers**
A) **County/Administration related Updates**

10:25 a.m.

- 8) **Board of Commissioners**
A) **Commissioner Committee Reports**

ADJOURN



2B

AITKIN COUNTY BOARD OF COMMISSIONERS

June 24, 2025

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 8:59 a.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
	County Administrator	
April Kellerman	Administrative Assistant	Present

1.B PLEDGE OF ALLEGIANCE

A Moment of silence for Rep. Melissa Hortman

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda, as amended.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Travis Leiviska adding item 5D

1.D Citizens Public Comment - None

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Laurie Westerlund

A) Correspondence File-

June 10, 2025 - June 23, 2025

B) Approve County Board Minutes-

June 10, 2025

C) Approve Electronic Funds Transfers

Total	\$1,306,515.69
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D) Approve Auditor Vouchers-

Auditor Warrant - HHS 06.06.25

HHS	\$61,551.07	Opioid	\$10,990.57				Total	\$72,541.64
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E) Adopt Resolution-

K-9 Donation - Aitkin Municipal Liquor Store

F) Approve Auditor Vouchers-

Auditor Warrant - HR 06.10.25

General	\$37,053.00						Total	\$37,053.00
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G) Approve Auditor Vouchers-

Auditor Warrants 06.13.25

General	\$717.51	R&B	\$21,634.60				Total	\$22,352.11
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H) Approve County Board Minutes-

Special Board Meeting - June 11, 2025

I) Approve Auditor Vouchers-

Auditor Warrant - HHS 06.13.25

HHS	\$109,897.22	Opioid	\$25,352.18				Total	\$135,249.40
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J) Adopt Resolution-

LG220 Application for Exempt Permit - NWTF Aitkin Gobblers Chapter 08.24.25

K) Adopt Resolution-

LG220 Application for Exempt Permit - NWTF Aitkin Gobblers Chapter 08.09.25

L) Adopt Resolution-

Application for Temporary On Sale Liquor License - Isle Lion's Club

M) Approve-

Board of Appeal and Equalization Minutes

N) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 06.16.25

General	\$853.25	State	\$87,414.33	LLCC	\$475.10	Parks	\$50.00	
						Total	\$88,792.68	

O) Approve-

Out of State Travel for Training - Jolene Quale

P) Approve-

Mille Lacs Energy Cooperative Utility Easement

Q) Approve Commissioner's Vouchers

Commissioner Warrants 06.20.25

General	\$86,389.47	R&B	\$598,886.56	State	\$2,653.71	Trust	\$14,797.69	
Forest	\$6,887.83	LLCC	\$7,436.88	Parks	\$17,414.97	Total	\$734,467.11	

R) Approve Auditor Vouchers-

Auditor Warrants - R&B 06.20.25

R&B	\$125,265.46					Total	\$125,265.46
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S) Approve Auditor Vouchers-

May Tax Settlements 06.24.25

Townships	\$5,284,931.65					Total	\$5,284,931.65
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T) Approve Auditor Vouchers-

Auditor Warrant - HHS 06.20.25

HHS	\$60,836.67					Total	\$60,836.67
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Regular Agenda

- 3A Julianna Langlois, 4-H Youth Development Educator and Tony Hansen, Regional Director

Informational Only

Aitkin County 4-H Program Update - Information Only

RESULT: INFORMATIONAL ONLY

MOVER:

SECONDER:

- 4A Dennis Thompson – Land Commissioner

Motion to:

Adopt Resolution - Limited Use Permit with MN DOT for ATV Trail

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

Resolution # 20250624-079

- 4B Dennis Thompson – Land Commissioner

Public Hearing - Pine Knoll Public Water Access at 9:30 a.m.

PUBLIC HEARING:

Open: 9:28 a.m.

Public Comment: Terry Betley, Aitkin Township Chairperson

Closed: 9:32 a.m.

- 4C Dennis Thompson – Land Commissioner

Motion to:

Approve Purchase of new dump trailer

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Michael Kearney

SECONDER: Commissioner Travis Leiviska

5A Mark Jeffers – Economic Development Coordinator

Motion to:

Award Business Development & Recreation Grants

RESULT:	APPROVED (4 TO 1)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Michael Kearney
Role Call Vote	Commissioner Sample abstained from vote

5B Mark Jeffers – Economic Development Coordinator

Discussion Item

Strategic Plan Update - Discussion Item

RESULT:	DISCUSSION ITEM
MOVER:	
SECONDER:	

5C Mark Jeffers – Economic Development Coordinator

County/Administration Related Updates

District 1 Spring Meeting - Commissioner Kearney recognition for becoming District 1 Director, Workforce groundbreaking will be in August and Senior Housing construction to begin around June 2026

5D Mark Jeffers – Economic Development Coordinator

Motion to:

Adopt Resolution - 2024 State of MN Boat & Water Safety Grant Agreement

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Bret Sample
Resolution #	20250624-080

6A Andrew Carlstrom – Environmental Services Director

Public Hearing - Septic Ordinance Amendments at 10:00 a.m.

PUBLIC HEARING:
Open: 10:02 AM
Public Comment: No comments
Closed: 10:03 AM

6B Andrew Carlstrom – Environmental Services Director

Discussion Item

First Reading - Amendments to Septic Ordinance - Discussion Item

RESULT:	DISCUSSION ITEM
MOVER:	
SECONDER:	

6C Andrew Carlstrom – Environmental Services Director

Motion to:

Approve Memorandum of Understanding with Crow Wing County

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Travis Leiviska

7A Bobbie Danielson – Human Resources Director

Motion to:

Approve PT (29 hr/wk) to FT (40 hr/wk) Housekeeper at LLCC

RESULT:	APPROVED (4 TO 1)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund
Role Call Vote	Commissioner Sample voted No

7B Bobbie Danielson – Human Resources Director

Motion to:

Approve Temporary Remote Work Policy Addendum (for HHS Remodel)

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Bret Sample

8A

Board of Commissioners

Commissioner Committee Reports

Meeting with Congressman Staubers & Talon Metals, Aitkin County CARE, District 1 meeting, East Central Regional Library Board, Lakes & Pines, Snake River 1W1P, Long Lake Fair, AMC District Directors Board Meeting, Personnel Committee, Economic Development, Facilities, Call with Kevin Lee at North Memorial

Motion to Adjourn

Motion made at 11:28 a.m.

RESULT: **APPROVED (5 TO 0)**

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Michael Kearney

Next Meeting: **Tuesday, July 8, 2025**

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

John Welle
County Engineer



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 7/8/2025

Title of Item: EFT Report

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: EFT Report thru 6/30/2025		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

ELECTRONIC FUNDS TRANSFER
Thru June 30, 2025 Board Meeting July 8, 2025

Abstract Number	Date	Amount	Reason
22327	6/20/2025	\$116,477.48	Commissioner Abstract
22328	6/20/2025	\$125,265.46	Auditor Abstract
22239	6/20/2025	\$1,936.10	Auditor Abstract
22330	6/24/2025	\$4,891,723.79	Auditor Abstract
22331	6/20/2025	\$6,189.63	Manual Abstract
22332	6/27/2025	\$773,119.37	Payroll Abstract
22333	6/27/2025	\$3,273.02	Auditor Abstract
22334	6/30/2025	\$188,713.87	Manual Abstract
			Payroll Abstract
			Manual Abstract

\$0

Voids/No ACH

22325

22326

\$6,106,698.72

S:Board Report:2025 EFT Board Report Thru Date

1 General Fund

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

Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	3,811.00	27 Transactions		
1 Fund Total:		3,811.00	General Fund	1 Vendors	27 Transactions

WLB1
6/20/25 1:27PM
10 Trust

Aitkin County



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

Vendor	<u>Name</u>	<u>Amount</u>			
5462	Bremer Bank (Elan ACH)	282.92		3 Transactions	
10 Fund Total:		282.92	Trust	1 Vendors	3 Transactions
Final Total:		4,093.92	2 Vendors	30 Transactions	

WLB1
6/20/25 1:27PM
5 Health & Human Services

Aitkin County



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

Page 2

Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	829.17	9 Transactions		
5 Fund Total:		829.17	Health & Human Services	1 Vendors	9 Transactions
Final Total:		829.17	1 Vendors	9 Transactions	

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	3,811.00	General Fund
	10	282.92	Trust
	All Funds	4,093.92	Total

Approved by,

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Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	829.17	Health & Human Services	
	All Funds	829.17	Total	Approved by,
			
			

Total Elan Paid 6.5.25 = \$4923.09

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

<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
14590	ACKLEY/ISAAC	287.79	3 Transactions
9562	Advanced Business Methods, Inc.	630.53	4 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	144.18	1 Transactions
10674	Bayerle/Anna	30.00	1 Transactions
87691	Chenevert/Lori	72.00	4 Transactions
11051	Department of Human Services	20,208.48	15 Transactions
12094	FLIER/AMANDA	80.04	1 Transactions
10605	Herrick/Richard	269.03	2 Transactions
10526	Jarvela/Jennifer	94.72	2 Transactions
13920	LANE/TONI	170.52	1 Transactions
89104	Larson/Naomi	354.00	3 Transactions
10182	Loeffelholz/Keith	925.00	5 Transactions
13876	SCHOENROCK/ADAM	248.14	2 Transactions
91311	Schultz Perlberg/Jessi	93.96	1 Transactions
10376	Schumm/Morgan	304.31	1 Transactions
10530	The Therapist PLC	289.00	1 Transactions
9567	THOMPSON/ANESSA	165.95	2 Transactions
11351	ULINE	1,059.55	1 Transactions
10676	Univ of MN Extension Center for Family	495.95	1 Transactions
10461	Vacker Inc	4,500.00	1 Transactions
9615	WEX BANK - HHS	244.94	4 Transactions
10440	Young/Griffin	498.37	3 Transactions
Final Total		31,166.46	22 Vendors
			59 Transactions



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	31,166.46	Health & Human Services	
	All Funds	31,166.46	Total	Approved by,
			
			



Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: LG220 Application for Exempt Permit - MN Deer Hunters Assoc. McGregor

<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) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested</div><div><input type="checkbox"/> Discussion Item</div><div><input type="checkbox"/> Hold Public Hearing*</div></div>	
Submitted by: Christy M. Bishop		Department: Auditor's Office
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Event Date: January 24, 2026 Gambling Permit Application for Minnesota Deer Hunters Association- McGregor Area Chapter. Bingo and Raffle to be held at Bann's Bar & Restaurant 18870 Goshawk St McGregor, MN 55760: Shamrock Township		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt attached resolution.		
Financial Impact: <div style="display: flex; justify-content: space-between;"><div>Is there a cost associated with this request?</div><div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div></div> <div style="display: flex; justify-content: space-between;"><div>What is the total cost, with tax and shipping? \$</div><div></div></div> <div style="display: flex; justify-content: space-between;"><div>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div>Please Explain:</div></div>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

LG220 Permit –Minnesota Deer Hunters Association- McGregor Area Chapter

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Minnesota Deer Hunters Association- McGregor Area Chapter at the following location – Bann's Bar & Restaurant, which has an address of: 18870 Goshawk St McGregor, MN 55760 - Shamrock Township
(Note: Date of activity for Bingo and Raffle – January 24, 2026)

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer



Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	4,601.04	18 Transactions		
1 Fund Total:		4,601.04	General Fund	1 Vendors	18 Transactions

WLB1
6/27/25 2:20PM
10 Trust

Aitkin County



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

Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	269.32	6 Transactions		
10 Fund Total:		269.32	Trust	1 Vendors	6 Transactions

WLB1
6/27/25 2:20PM
19 Long Lake Conservation Cen

Aitkin County



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

Page 4

Vendor	<u>Name</u>	<u>Amount</u>			
5462	Bremer Bank (Elan ACH)	480.28	2 Transactions		
19 Fund Total:		480.28	Long Lake Conservation Center	1 Vendors	2 Transactions
Final Total:		5,350.64	3 Vendors	26 Transactions	

WLB1
6/27/25 2:20PM
5 Health & Human Services

Aitkin County



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

Page 2

Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	838.99	10 Transactions		
5 Fund Total:		838.99	Health & Human Services	1 Vendors	10 Transactions
Final Total:		838.99	1 Vendors	10 Transactions	

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
1	4,601.04	General Fund	
10	269.32	Trust	
19	480.28	Long Lake Conservation Center	
All Funds	5,350.64	Total	Approved by,
		
		



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	838.99	Health & Human Services	
	All Funds	838.99	Total	Approved by,
			
			
Total Elan pd 6.20.25 = \$6189.63				

WLB1
6/30/25

1:08PM

Aitkin County



2H

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

Aitkin County



Vendor No.	Name	Amount			
780	Bremer Bank	0.03	2 Transactions		
8410	Bremer Bank	1,092.90	7 Transactions		
1 Fund Total:		1,092.93	General Fund	2 Vendors	9 Transactions

Aitkin County



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

Vendor No.	Name	Amount		
780	Bremer Bank	106,792.50	2 Transactions	
8410	Bremer Bank	80,828.44	1 Transactions	
9 Fund Total:		187,620.94	State	2 Vendors 3 Transactions
Final Total:		188,713.87	4 Vendors	12 Transactions

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,092.93	General Fund
9	187,620.94	State
All Funds	188,713.87	Total

Approved by,
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WLB1
6/30/25

1:06PM

Aitkin County



21

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

1 General Fund

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor No.	Name	Amount	
9562	Advanced Business Methods, Inc.	1,708.76	6 Transactions
999999000	AILABOUNI/ALI	708.00	1 Transactions
117	Aitkin County Sheriff	549.00	2 Transactions
999999000	AITKIN COUNTY TREASURERS	6.00	1 Transactions
86222	Aitkin Independent Age	341.50	2 Transactions
170	Aitkin Motor Company	79.65	1 Transactions
9561	Amazon Business	678.70	9 Transactions
10651	APG Media	63.80	4 Transactions
9138	ASAP Towing	200.00	1 Transactions
10452	AT&T Mobility	49.93	1 Transactions
15240	AT&T Mobility (Central Serv)	99.86	1 Transactions
86467	Auto Value Aitkin	46.99	1 Transactions
999999000	BAHE/JEFFREY	2,116.00	1 Transactions
10981	Bakken/Glen A.J.	50.00	1 Transactions
13725	Beartooth Hardware Inc	484.03	7 Transactions
999999000	BLOMDAHL/KATHY	22.00	1 Transactions
456	Bob Barker Company, Inc.	72.97	1 Transactions
999999000	BOYES/TERRY	128.00	1 Transactions
12194	BWSR	180.00	1 Transactions

1 General Fund

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Vendor No.	Name	Amount	
783	Canon Financial Services, Inc	444.93	2 Transactions
15142	Christensen/Charles	250.90	2 Transactions
12780	CliftonLarsonAllen LLP	38,850.00	1 Transactions
9085	Climate Makers Inc	448.96	1 Transactions
999999000	COTALITY	235.00	1 Transactions
1333	Dell Marketing L.P.	1,427.09	1 Transactions
9612	Discovery Publishing, Inc.	769.50	1 Transactions
1491	Dutch's Electric, Inc	735.00	2 Transactions
999999000	EXCURSION EMPORIUM LLC	20.00	1 Transactions
6049	Farm Island Repair & Marine	24.99	1 Transactions
999999000	GALE/JACKIE	30.00	1 Transactions
999999000	GARNETT/TERRI	44.00	1 Transactions
4173	Grams/Lori	62.66	1 Transactions
999999000	HOFFMAN/TROY	464.00	1 Transactions
2340	Hyytinen Hardware Hank	369.43	15 Transactions
88628	Imperial Dade	3,923.95	4 Transactions
2448	Janzen/Carroll Mark	50.00	1 Transactions
14508	Janzen/Hugh	50.00	1 Transactions
9645	Jindra/Dylan	90.00	1 Transactions
2525	Johnson Sewer & Excavating, Inc	7,872.00	1 Transactions

Vendor No.	Name	Amount	
999999000	JUTTING/TODD	1,853.00	1 Transactions
999999000	KRUGER/PAIGE	88.00	1 Transactions
5767	Lamke/Dennis C.	50.00	1 Transactions
11990	Lange/David	213.80	2 Transactions
999999000	LERETA	823.00	2 Transactions
999999000	LINDEKE/JEANNE	26.00	1 Transactions
999999000	MACDONALD/JAMES	112.00	1 Transactions
2953	MACPZA	350.00	2 Transactions
9208	Mapes FNP-C, Mary	6,250.00	1 Transactions
999999000	MAPES/MARY	266.00	1 Transactions
999999000	MCCU	1,066.00	1 Transactions
9825	McGregor Print Pros, LLC	22.00	1 Transactions
3160	Mille Lacs Energy Coop-Albert Lea	342.95	1 Transactions
999999000	MINDRUM/DOMINIC	336.00	1 Transactions
9692	Minnesota Energy Resources Corporation	1,475.88	4 Transactions
10678	Nicollet County Sheriff's Office	65.00	1 Transactions
999999000	NOVALANY/DAVID	20.00	1 Transactions
10454	O'Neil/Tom	1,560.00	1 Transactions
10677	Olsen/Gerald D	50.00	1 Transactions
9808	Performance Foodservice	3,511.22	2 Transactions

1 General Fund

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 5

Vendor No.	Name	Amount	
9360	Redwood Toxicology Laboratory, Inc.	418.39	1 Transactions
11187	Regents Of The University of Minnesota	25,000.00	1 Transactions
12930	River Oaks Dental	641.00	1 Transactions
999999000	SAN FELIPPO/ESTHER	2,182.00	1 Transactions
999999000	SCHULTZ/KIRK	100.00	1 Transactions
13424	Sonnee/Dennise J	198.40	2 Transactions
4260	St Louis Co Sheriff's Office	75.00	1 Transactions
4640	Stearns County Sheriff's Dept	140.00	2 Transactions
999999000	STUART/ROBERT	135.00	1 Transactions
10273	T-Mobile USA Inc	165.00	1 Transactions
999999000	TAYLOR/HOWARD	100.00	1 Transactions
86235	The Office Shop Inc	185.01	8 Transactions
13146	The Retrofit Companies, Inc	1,256.14	1 Transactions
13934	The Tire Barn	2,361.22	6 Transactions
15126	Timinski/Matthew	50.00	1 Transactions
3518	Voyageur Press Of McGregor, Inc	125.00	1 Transactions
999999000	WALLACE/M B	48.00	1 Transactions
9932	WEX BANK - Sheriff's Department	8,315.29	2 Transactions
10199	Wieczorek/Hannah	10.10	1 Transactions
11970	Wikelius/Charles	250.00	1 Transactions

1 General Fund

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 6

Vendor No.	Name	Amount			
999999000	WILLIAMS/MICHAEL	940.00	1 Transactions		
9255	Witt/Warren	50.00	1 Transactions		
999999000	WOODROW/TIMOTHY	637.00	1 Transactions		
9063	Workman/Jeff	50.00	1 Transactions		
1 Fund Total:		125,661.00	General Fund	83 Vendors	149 Transactions

WLB1

6/30/25

1:06PM

3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 7

Vendor No.	Name	Amount	
9562	Advanced Business Methods, Inc.	524.04	1 Transactions
9561	Amazon Business	253.96	2 Transactions
999999000	BAYERLE/JESS	511.33	1 Transactions
13911	BERT'S TRUCK EQUIPMENT OF MOORHEAD	117.48	1 Transactions
783	Canon Financial Services, Inc	192.60	1 Transactions
163	Charter Communications Holdings (R&B)	143.13	1 Transactions
14887	Cintas Corporation	11.24	1 Transactions
999999000	CITROWSKE/AUSTEN	500.00	1 Transactions
5893	CTC - 446126	350.00	1 Transactions
7935	East Central Energy	157.72	2 Transactions
2089	Heartland Tire Inc	608.06	3 Transactions
7899	Locators & Supplies, Inc	844.62	2 Transactions
15300	MCGREGOR ACE HARDWARE	32.99	1 Transactions
12927	Midwest Machinery Co.	1,327.38	2 Transactions
5917	Mike's Bobcat Service, Inc.	840.00	1 Transactions
3160	Mille Lacs Energy Coop-Albert Lea	1,794.73	13 Transactions
10129	MINDRUM/DOMINIC	200.00	1 Transactions
9176	SPARKY'S TOOLS, LLC	58.99	1 Transactions
11574	Timber Transport-Curt Raveill	500.00	1 Transactions



3 Road & Bridge

Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor	<u>Name</u>	<u>Amount</u>			
<u>No.</u>					
8279	Winzer Franchise Company	320.49	1	Transactions	
5295	Ziegler Inc	4,328.01	3	Transactions	
3 Fund Total:		13,616.77	Road & Bridge	21 Vendors	41 Transactions

Aitkin County



Vendor No.	Name	Amount			
4580	Mn Dept Of Finance	6,752.50	4 Transactions		
3375	Mn Dept Of Health	1,020.00	1 Transactions		
9 Fund Total:		7,772.50	State	2 Vendors	5 Transactions

Aitkin County



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor No.	Name	Amount			
9562	Advanced Business Methods, Inc.	273.76	2 Transactions		
86222	Aitkin Independent Age	54.00	1 Transactions		
4989	Austin Powder	1,993.90	1 Transactions		
5455	Copperhead Road Logging & Lumber	1,373.60	2 Transactions		
4070	Riley Auto Supply	52.96	1 Transactions		
13934	The Tire Barn	245.37	1 Transactions		
15229	Thompson/Dennis J	85.44	2 Transactions		
10 Fund Total:		4,079.03	Trust	7 Vendors	10 Transactions



Vendor	<u>Name</u>	<u>Amount</u>			
13725	Beartooth Hardware Inc	27.17	1 Transactions		
14747	MSPS	300.00	1 Transactions		
10982	PRT USA Inc.	4,182.43	1 Transactions		
11 Fund Total:		4,509.60	Forest Development	3 Vendors	3 Transactions

13 Taxes & Penalties

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 12

Vendor No.	Name	Amount			
999999000	HOLM/DAVID	68.00	1 Transactions		
999999000	JOHNSON/HEATHER	1,477.68	1 Transactions		
999999000	JONES/RENITA	16.16	1 Transactions		
999999000	KKT PROPERTIES LLC	10.00	1 Transactions		
999999000	LAMSON/ELIZABETH	6.00	1 Transactions		
999999000	LEE/DEBORAH	6.24	1 Transactions		
999999000	MCCOY/RILEY	48.88	1 Transactions		
999999000	RADMAN/JILL	828.00	1 Transactions		
999999000	SANCHEZ/MARIE	136.32	1 Transactions		
13 Fund Total:		2,597.28	Taxes & Penalties	9 Vendors	9 Transactions

Vendor No.	Name	Amount			
9562	Advanced Business Methods, Inc.	188.75	1 Transactions		
9561	Amazon Business	663.50	3 Transactions		
10365	Antoine Electric, Inc.	398.56	2 Transactions		
9534	Jeff's Mobile Lock & Key	140.00	1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea	3,237.72	5 Transactions		
10076	PFS Minnesota	970.89	1 Transactions		
14812	SCI Broadband/Savage Communications	653.85	1 Transactions		
4968	Upper Lakes Foods, Inc	2,180.99	2 Transactions		
19 Fund Total:		8,434.26	Long Lake Conservation Center	8 Vendors	16 Transactions

Vendor No.	Name	Amount			
13725	Beartooth Hardware Inc	87.13	4 Transactions		
1430	Dotzler Power Equipment	394.82	6 Transactions		
3024	Kingsley/Russell Lee	8,400.00	2 Transactions		
9491	Nistler/Tony	5,375.00	2 Transactions		
9617	Timber Lakes Septic Service, Inc.	400.00	2 Transactions		
10339	White Pine Riders	10,621.07	3 Transactions		
21 Fund Total:		25,278.02	Parks	6 Vendors	19 Transactions
Final Total:		191,948.46	139 Vendors	252 Transactions	

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	125,661.00	General Fund
3	13,616.77	Road & Bridge
9	7,772.50	State
10	4,079.03	Trust
11	4,509.60	Forest Development
13	2,597.28	Taxes & Penalties
19	8,434.26	Long Lake Conservation Center
21	25,278.02	Parks
All Funds	191,948.46	Total

Approved by,

.....
.....
.....



Board of County Commissioners Agenda Request

2J
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Direct purchase of tax-forfeited land - Stephanie Werner

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Dennis (DJ) Thompson		Department: Land
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: <p>Stephanie Werner has requested the direct purchase of tax-forfeited parcel 09-0-054803 (.1 acres) described as:</p> <p>W 20 FT OF E 932 FT OF S 208 FT OF SE SE AS IN DOC 203542 Section 32, Township 46, Range 25</p> <p>At it's October 22, 2024 meeting, the Aitkin County Board of Commissioners passed a motion for the Land Commissioner to seek special legislation to allow for the private sale of this parcel.</p> <p>In 2025, Senator Wesenberg and Representative Kresha authored legislation for such a purpose.</p> <p>Minnesota State Legislature enacted legislation during the 94th Legislature, S.F. 3, Article 5, Section 2 which permits the direct sale of this tax forfeited parcel.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution for the sale of parcel 09-0-054803 to Stephanie Werner		
Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

Direct Sale of Tax-Forfeited Land to Stephanie Werner

WHEREAS, Stephanie Werner has requested to purchase the following tax-forfeited parcel:

Parcel #09-0-054803 (.1 acres) described as the W 20 FT OF E 932 FT OF S 208 FT OF SE SE AS IN
DOC 203542
Section 32, Township 46 Range 25

WHEREAS, on October 22, 2024 the Aitkin County Board of Commissioners passed a motion for the Land Commissioner to seek special legislation to allow for the private sale of this parcel.

WHEREAS, the Minnesota State Legislature enacted legislation during the 94th Legislature, S.F. 3, Article 5, Section 2 which permits the direct sale of this tax forfeited parcel,

THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners authorizes the Land Commissioner's Office to proceed with the sale of such land.

BE IT FURTHER RESOLVED, that the land exchanged is subject to zoning ordinances adopted by the County Board and that all lands are subject to highway and utility easements.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: 7-08-25

Title of Item: Final Contract Payment #20228

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: <p>Authorization by the following resolution is requested to make final payment to Marvin Tretter Inc., Pierz, MN in the amount of \$5,286.73 for Contract No. 20228, which included construction of a shared use path in the Aitkin Tank Trail area. The owner of this project is the City of Aitkin and they have certified that the construction has been satisfactorily completed and have authorized final payment to be made.</p> <p>The final contract amount of \$528,673.35 is 0.73% above the bid amount of \$524,818.25 due to minor additional work that was needed to complete the project.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve resolution		
Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 5,286.73</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p>		

Contract Number: 20228
Final Pay Request Number: 9

Project Number	Project Description
SP 001-090-003	Grading and Bit Surfacing of a Shared Use Path

Contractor: Marvin Tretter INC. 26389 233rd.st. Pierz, MN 56364	Vendor Number: 9457 Up To Date: 05/15/2025
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Contract Amount

Funds Encumbered

Original Contract	\$524,818.25	Original	\$524,818.25
Contract Changes	\$4,240.67	Additional	N/A
Revised Contract	\$529,058.92	Total	\$524,818.25

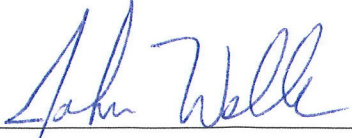
Work Certified To Date

Base Bid Items	\$524,432.68
Contract Changes	\$4,240.67
Material On Hand	\$0.00
Total	\$528,673.35

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SP 001-090-003	\$0.00	\$528,673.35	\$0.00	\$523,386.62	\$5,286.73	\$528,673.35

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$528,673.35	\$0.00	\$523,386.62	\$5,286.73	\$528,673.35
Percent: Retained: 0%			Percent Complete: 99.93 %		
Amount Paid this Final Pay Request: \$5,286.73					

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.


John Welle – P.E. No. 24340

5-16-25
Date


Marvin Tretter Inc.

5/26/25
Date

Aitkin County Highway Engineer

2307-6262
Account Number

Project No. : SP 001-090-003
Final Pay Request No. : 9
Contract No.: 20228

Certificate of Final Contract Acceptance
Final Voucher Number: 9

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 5-16-25 Signature [Signature] County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$528,673.35 and agrees to the amount of \$5,286.73 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Marvin Tretter INC.

By [Signature]

And _____ And _____ State of ,

On This 26 Day May, 2025, Before me appeared Corey Tretter To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as _____ free to act and deed

(Corporate Acknowledgment)

Corey Tretter And _____, to me personally known, who, being each by me duly sworn

each did say that they are respectively the President and _____ of the

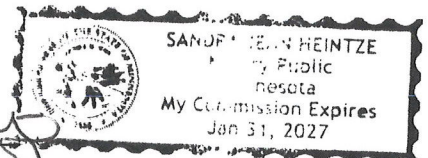
MARVIN TRETTER INC. Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

by Laws and said _____ and _____

acknowledged said instrument to be the free act and deed of said Corporation.

Notarial My Commission as Notary Public in MORRISON County

Seal Expires 1-31-2027 Signature [Signature]



I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

Aitkin County Highway Department
1211 Air Park Drive
Aitkin, MN 56431

Contract No: 20228
Final Pay Request No. 9

**Aitkin County Highway Department
Certificate of Final Acceptance
Board Acknowledgment**

Contract Number: 20228
Contractor: Marvin Tretter INC.
Date Certified: 5/15/2025
Payment Number: 9

Whereas; Contract No. 20228 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of Aitkin County Highway Department and authorize final payment as specified herein.

State of _____

I, _____, Aitkin County Engineer, within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this _____ day of _____, 20____

At _____,

Signed By _____

Aitkin County Engineer

(SEAL)

Contract Payment Summary

Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2022-11-23	\$9,030.00	\$451.50	\$8,578.50
2	2023-06-18	\$174,957.25	\$8,747.86	\$166,209.39
3	2023-07-16	\$117,655.00	\$5,882.75	\$111,772.25
4	2023-09-04	\$164,828.43	\$8,241.42	\$156,587.01
5	2023-09-26	\$43,322.00	\$2,166.10	\$41,155.90
6	2023-10-17	\$14,640.00	\$732.00	\$13,908.00
7	2023-11-05	\$0.00	(\$20,977.30)	\$20,977.30
8	2025-01-16	\$4,240.67	\$42.40	\$4,198.27
9	2025-05-15	\$0.00	(\$5,286.73)	\$5,286.73

Contract Funding Category Summary

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SP 001-090-003		\$528,673.35	\$0.00	\$523,386.62	\$5,286.73	\$528,673.35

Contract Funding Source Summary

Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
006	Federal	\$4,198.55	\$419,854.60	\$419,854.60	\$419,854.60
010	Local / Other[1]	\$1,088.18	\$109,204.32	\$104,963.65	\$108,818.75

Project Payment Summary

Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SP 001-090-003	1	2022-11-23	\$9,030.00	\$451.50	\$8,578.50
SP 001-090-003	2	2023-06-18	\$174,957.25	\$8,747.86	\$166,209.39
SP 001-090-003	3	2023-07-16	\$117,655.00	\$5,882.75	\$111,772.25
SP 001-090-003	4	2023-09-04	\$164,828.43	\$8,241.42	\$156,587.01
SP 001-090-003	5	2023-09-26	\$43,322.00	\$2,166.10	\$41,155.90
SP 001-090-003	6	2023-10-17	\$14,640.00	\$732.00	\$13,908.00
SP 001-090-003	7	2023-11-05	\$0.00	(\$20,977.30)	\$20,977.30
SP 001-090-003	8	2025-01-16	\$4,240.67	\$42.40	\$4,198.27
SP 001-090-003	9	2025-05-15	\$0.00	(\$5,286.73)	\$5,286.73

Project Funding Category Summary

Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SP 001-090-003	SP 001-090-003	\$528,673.35	\$0.00	\$523,386.62	\$5,286.73	\$528,673.35

Project Funding Source Summary

Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SP 001-090-003	006	\$4,198.55	\$419,854.60	\$419,854.60	\$419,854.60
SP 001-090-003	010	\$1,088.18	\$109,204.32	\$104,963.65	\$108,818.75

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 001-090-003	1	2021.501	MOBILIZATION	LS	\$30,000.00	1	0	\$0.00	1	\$30,000.00
SP 001-090-003	2	2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	\$200.00	1	0	\$0.00	1	\$200.00
SP 001-090-003	3	2101.501	CLEARING AND GRUBBING	LS	\$15,000.00	1	0	\$0.00	1	\$15,000.00
SP 001-090-003	4	2104.502	REMOVE VEHICULAR GATE	EACH	\$400.00	2	0	\$0.00	2	\$800.00
SP 001-090-003	5	2104.502	REMOVE BOLLARDS	EACH	\$50.00	4	0	\$0.00	4	\$200.00
SP 001-090-003	6	2104.502	REMOVE WOOD POST	EACH	\$10.00	16	0	\$0.00	40	\$400.00
SP 001-090-003	7	2104.502	SALVAGE SIGN	EACH	\$100.00	9	0	\$0.00	8	\$800.00
SP 001-090-003	8	2104.503	REMOVE PIPE CULVERTS	L F	\$12.00	81	0	\$0.00	81	\$972.00
SP 001-090-003	9	2104.503	REMOVE BARBED WIRE FENCE	L F	\$5.00	45	0	\$0.00	45	\$225.00
SP 001-090-003	10	2106.507	COMMON EMBANKMENT (CV) (P)	C Y	\$12.00	3516	0	\$0.00	4521	\$54,252.00
SP 001-090-003	11	2106.507	EXCAVATION - COMMON (P)	C Y	\$12.00	5724	0	\$0.00	5936	\$71,232.00
SP 001-090-003	12	2106.507	GRANULAR EMBANKMENT (CV)	C Y	\$20.00	1281	0	\$0.00	685	\$13,700.00
SP 001-090-003	13	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$2.75	1203	0	\$0.00	1507	\$4,144.25
SP 001-090-003	14	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$45.00	2096	0	\$0.00	2145	\$96,525.00
SP 001-090-003	15	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2,A)	TON	\$117.00	1402	0	\$0.00	1408.79	\$164,828.43
SP 001-090-003	16	2501.502	15" GS PIPE APRON	EACH	\$275.00	16	0	\$0.00	16	\$4,400.00
SP 001-090-003	17	2501.503	15" CS PIPE CULVERT	L F	\$60.00	256	0	\$0.00	258	\$15,480.00
SP 001-090-003	18	2511.507	RANDOM RIPRAP CLASS II	C Y	\$65.00	15	0	\$0.00	20	\$1,300.00
SP 001-090-003	19	2521.518	6" CONCRETE WALK	S F	\$28.00	80	0	\$0.00	80	\$2,240.00
SP 001-090-003	20	2531.618	TRUNCATED DOMES	S F	\$60.00	40	0	\$0.00	40	\$2,400.00
SP 001-090-003	21	2563.601	TRAFFIC CONTROL	LS	\$2,000.00	1	0	\$0.00	1	\$2,000.00
SP 001-090-003	22	2564.502	INSTALL SIGN	EACH	\$400.00	9	0	\$0.00	8	\$3,200.00
SP 001-090-003	23	2564.518	SIGN PANELS TYPE C	S F	\$200.00	13	0	\$0.00	13	\$2,600.00
SP 001-090-003	24	2573.503	SILT FENCE, TYPE HI	L F	\$4.25	970	0	\$0.00	1408	\$5,984.00

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 001-090-003	25	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$5.25	96	0	\$0.00	0	\$0.00
SP 001-090-003	26	2574.508	FERTILIZER TYPE 3	LB	\$1.00	1376	0	\$0.00	1407	\$1,407.00
SP 001-090-003	27	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	\$3.25	376	0	\$0.00	488	\$1,586.00
SP 001-090-003	28	2575.505	SEEDING (P)	ACRE	\$750.00	3.93	0	\$0.00	4.02	\$3,015.00
SP 001-090-003	29	2575.508	SEED MIXTURE 25-141	LB	\$6.00	232	0	\$0.00	237	\$1,422.00
SP 001-090-003	30	2575.508	HYDRAULIC STABILIZED FIBER MATRIX	LB	\$2.00	11790	0	\$0.00	12060	\$24,120.00
SP 001-090-003	31	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$600.00	15.8	0	\$0.00	0	\$0.00
Base Bid Totals:								\$0.00		\$524,432.68

Project Category Totals

Project	Category	Amount This Request	Amount To Date
SP 001-090-003		\$0.00	\$524,432.68

Contract Change Item Status

Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To date	Amount To date
SP 001-090-003	CO1	32	2123.601 MISC. FORCE ACCOUNT WORK (LUMP SUM)	\$4,240.67	1	\$4,240.67	ITM	0	\$0.00	1	\$4,240.67
Contract Change Totals:									\$0.00		\$4,240.67

Contract Change Totals

Number	Description	Effective Date	Amount
1		01/08/2025	\$4,240.67

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining

Contract Total

\$528,673.35

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

Final Contract Payment #20228

WHEREAS, Contract No. 20228 has in all been completed, and the County Board being fully advised in the premises.

NOW THEREFORE BE IT RESOLVED, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Marvin Tretter Inc. in the amount of \$5,286.73.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer

WLB1
7/1/25

10:19AM

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



2L

Page 1

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
7/1/25 10:19AM

Aitkin County



Vendor No.	Name	Amount			
4812	JC32 Teamsters H&W Fund	37,053.00	4 Transactions		
1 Fund Total:		37,053.00	General Fund	1 Vendors	4 Transactions

Aitkin County



Vendor	<u>Name</u>	<u>Amount</u>			
10316	CASPER CONSTRUCTION INC	56,859.47	1	Transactions	
15335	LOT PROS INC.	137,996.71	1	Transactions	
9457	Marvin Tretter, Inc	161,091.74	1	Transactions	
3 Fund Total:		355,947.92	Road & Bridge		3 Vendors
Final Total:		393,000.92	4 Vendors		7 Transactions

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	37,053.00	General Fund
3	355,947.92	Road & Bridge
All Funds	393,000.92	Total

Approved by,
.....
.....



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: 07/08/2025

Title of Item: Search & Rescue donation - Turner Township

<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 <i>*provide copy of hearing notice that was published</i> <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only	
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed: n/a
Summary of Issue: Turner Township has donated \$500.00 to the all-volunteer Aitkin County Search & Rescue Group to assist with the purchase of equipment and training.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution to accept donation.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

Accept Donation –Turner Township

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Turner Township	\$500.00
-----------------	----------

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Turner Township	Aitkin County Search and Rescue
-----------------	---------------------------------

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: 07/08/2025

Title of Item: Search & Rescue donation - Glen Township

<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 <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed: n/a
Summary of Issue: Glen Township has donated \$1,000.00 to the all-volunteer Aitkin County Search & Rescue Group to assist with the purchase of equipment and training.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution to accept donation		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

Accept Donation – Glen Township

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Glen Township	\$1,000.00
---------------	------------

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Glen Township	Aitkin County Search and Rescue
---------------	---------------------------------

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 07/08/2025

Title of Item: Search & Rescue donation - Lakeside Township

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i></div><div><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only</div></div>	
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed: n/a
Summary of Issue: Lakeside Township has donated \$3,030.00 to the all-volunteer Aitkin County Search & Rescue Group to assist with the purchase of equipment and training.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Adopt resolution to accept donation		
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><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></div><div><input type="checkbox"/> Yes <input type="checkbox"/> No</div><div><input type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

Accept Donation – Lakeside Township

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Lakeside Township	\$3,030.00
-------------------	------------

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Lakeside Township	Aitkin County Search and Rescue
-------------------	---------------------------------

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Adoption of Health Promotion Team Guidelines

<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 <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Bobbie Danielson		Department: HR
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Guidelines and forms were developed for the Health Promotion Team use, with input from the Interim Administrator Team, HHS Director, and HPT members. A copy is attached.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt resolution and approve the attached HPT Guidelines.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

ADOPTION OF HEALTH PROMOTION TEAM (HPT) GUIDELINES

WHEREAS, the Aitkin County Health Promotion Team (HPT) is committed to fostering a culture of wellness for all county employees through inclusive, low-cost health promotion initiatives, and

WHEREAS, guidelines to ensure alignment with Aitkin County policies, applicable laws, and best practices in employee wellness have been developed, and

WHEREAS, these guidelines outline the structure, governance, financial management, and procedures for planning and implementing wellness activities that benefit Aitkin County employees and are aimed to help reduce healthcare-related expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopts the Health Promotion Team (HPT) Guidelines, effective July 8, 2025.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer

Aitkin County Health Promotion Team (HPT) Guidelines

Effective March 1, 2025, revised June 30, 2025

Mission Statement

The Health Promotion Team (HPT) is committed to fostering a culture of wellness within Aitkin County by providing accessible, low-cost, and engaging health promotion initiatives. Through inclusive programs, healthy food options, and physical activity opportunities, the HPT aims to support the well-being of all employees while ensuring compliance with applicable laws and policies.

By preventing chronic diseases, reducing emergency care reliance, and promoting healthier lifestyles, such initiatives help lower medical expenditures funded by taxpayer dollars.

Article 1: Name, Structure, and Purpose

The official name of this committee shall be the Health Promotion Team (HPT). The purpose of the HPT is to promote health and wellness among Aitkin County employees by offering low-cost, healthy food options in break rooms where feasible and organizing wellness activities that encourage physical activity and healthy lifestyles.

Department heads may appoint staff to the Health Promotion Team. The HPT may include the following members:

- 1 PHN (assigned HPT Coordinator)
 - 1 Health Educator
 - 1 Signer on the HPT bank account, in addition to the HPT Coordinator
 - 1 IT Representative
 - 1 Administration or HR Representative
 - 1 Representative from each: HHS, Highway Department, Sheriff's Office, Land Department, Government Center (1st floor), Government Center (2nd floor), LLCC, and Judicial Center
-

Article 2: Oversight and Governance

1. The County Administrator will provide general oversight of the HPT to ensure events are compliant with applicable laws, aligned with the mission, and inclusive of all staff.
 2. Proposed HPT events must be reviewed and approved by the County Administrator prior to implementation.
-

Article 3: Financial Management

1. HPT Discretionary Wellness Funds
 - HPT funds from snack boxes, auctions, and event registrations are considered discretionary wellness funds and shall be used solely for HPT events and initiatives.
 - The HPT shall maintain a checking account at a local bank.
 - All purchases shall require two authorized signatures: one from the assigned HPT Coordinator and one from an assigned HHS Accounting Technician.
 - The HPT bank account shall be audited at least twice annually by the HHS Fiscal Supervisor I and Public Health Supervisor, or more frequently if deemed appropriate, with the audits being conducted at random times each year.
 - According to CLA Auditor guidance, HPT prizes and awards are not subject to payroll taxes if paid from the HPT checking account.

2. Forfeited FSA Funds

- Forfeited FSA funds are employer-owned and are maintained within the county general ledger system. They are subject to a separate review and approval process. Their use must comply with all applicable tax and regulatory requirements.
 - It is the intent of this provision to allow access to the forfeited FSA funds by the HPT, Administrator, and HR Director for activities that promote health and wellness. Requests to use forfeited FSA funds may be submitted to the County Administrator. All expenditures must comply with IRS regulations governing forfeited FSA funds as well as criteria for valid public expenditure.
-

Article 4: Meetings, Event Planning, and Locations

1. Recurring HPT meetings will be scheduled on a date and time that typically works for all members.
 2. Any event held at LLCC must receive prior approval from the LLCC Business Manager.
 3. The County Administrator, HHS Director, and HR Director will be copied on HPT agendas.
 4. Events must be held at county-owned facilities for insurance liability reasons.
 5. If an event is proposed at a non-county location (e.g., state, county, or township public access points), the HPT must submit the entity's insurance coverage limits to the County Administrator along with the event proposal.
 6. No events shall require employees to disclose private medical data.
 7. Employees must sign an annual liability waiver before voluntarily participating in Health Promotion Team (HPT) events that involve physical activity. Participation in HPT events is voluntary and not covered by workers' compensation insurance. If an injury occurs during a HPT event, the employee voluntarily participating is responsible for their own medical costs and lost wages, if applicable.
 8. Non-employees participating in HPT events are required to sign a liability waiver prior to participation.
 9. HPT events must be inclusive of all departments and staff.
 10. FLSA non-exempt (hourly paid) employees assigned to the HPT and required to assist in hosting events will coordinate with their immediate supervisor as soon as practical to flex their schedule, when possible, to avoid incurring overtime pay for HPT events.
-

Article 5: Amendments

1. Amendments to these Guidelines may be proposed in writing by the HPT to the County Administrator.
 2. Amendments must align with Aitkin County policies and applicable laws.
-

Article 6: Dissolution

In the event the County Board dissolves the HPT, any Discretionary Wellness funds remaining in the HPT's bank account shall be allocated to employee wellness initiatives, as determined by the County Administrator.



NON-EMPLOYEE WAIVER / PARTICIPANT RELEASE OF LIABILITY, WAIVER OF CLAIMS, AND ASSUMPTION OF RISK AGREEMENT

Participant(s) Information

Each non-employee participant must be listed. Adults must complete their own form. Children under 18 may be listed together.

1. Participant's Full Name (print): _____
2. Participant's Full Name (print): _____
3. Participant's Full Name (print): _____
4. Participant's Full Name (print): _____
5. Participant's Full Name (print): _____
6. Participant's Full Name (print): _____

Contact Information for Participant(s)

List the name(s) of the participant(s) this contact information applies to. If it applies to all participants listed above, you may simply write "All." _____

☐ Check this box if any participants listed above have different contact information. Provide the additional contact info below or attach a separate sheet as needed. _____

- Address: _____
- City: _____ State: _____ Zip: _____
- Email: _____
- Phone Number(s): _____
- Emergency Contact Name(s): _____
- Emergency Contact Phone Number(s): _____
- HPT Event Name: _____

Waiver and Release of Liability

I acknowledge and understand that participation in this Health Promotion Team activity involves inherent risks. I voluntarily accept and assume all such risks on behalf of myself and any individuals I have listed above as participants, including, but not limited to, family members, friends, household members, or any other individuals I have listed. These risks may include, but are not limited to, physical injury, emotional injury, paralysis, permanent disability, illness, death, or property damage due to factors such as:

- Inclement weather;
- Walking on uneven terrain or trails;
- Participation in water activities such as canoeing, kayaking, or tubing;
- The actions, negligence, or misconduct of other participants or third parties.

I certify that I have full authority to sign this waiver on behalf of each participant listed above and that all listed participants are participating voluntarily. I understand that neither I nor any participant listed on this form is covered by workers' compensation or other benefits for injuries or damages sustained during this event.

In the event of an emergency, I authorize emergency medical personnel to provide necessary treatment for myself and any participant I have listed. I understand that I, or the parent(s)/legal guardians of any minor participants, am solely responsible for any resulting medical expenses.

Accordingly, I hereby voluntarily release, waive, and forever discharge Aitkin County—including its elected officials, HPT committee members, employees, agents, affiliates, volunteers, and directors—from any and all claims, liabilities, or damages related to or arising from participation in this activity by myself or any individual I have listed above, whether due to ordinary negligence or any other cause.

This release applies to any and all claims or liabilities made by or on behalf of myself or any participant listed on this form, including their estate, heirs, executors, and assigns. I further agree to indemnify and hold harmless Aitkin County from any claims, costs, or expenses, including legal fees, arising from the actions or participation of any individual listed.

By signing this document, I affirm that:

- I have the legal authority to waive rights and assume risks for all participants listed above;
- I waive the right to bring a lawsuit against Aitkin County or any released parties for negligence on behalf of myself or any participant listed;
- I have had sufficient time to read this agreement and consult legal counsel if desired;
- Participation is not permitted for any individual listed on this form unless this waiver is signed.

I have read and understood this document, and I voluntarily agree to its terms on behalf of myself and all participants I have listed above.

Signature of Participant or Legal Guardian: _____
(Required for all participants age 18 or older, or by a parent/legal guardian for minors)

Printed Name: _____

Relationship to Participant(s): _____
(Self, Parent, Legal Guardian, etc.)

Date: _____

Select one:

- ☐ Yes, I authorize Aitkin County to use photos of the participant(s) from this event for publicity purposes.
- ☐ No, I do not authorize the use of photos of the participant(s) for publicity purposes.



EMPLOYEE ANNUAL WAIVER

PARTICIPANT RELEASE OF LIABILITY, WAIVER OF CLAIMS, AND ASSUMPTION OF RISK AGREEMENT

To attend and participate in any Health Promotion Team events involving physical activity during this calendar year, employees must sign and return this form to Aitkin County Public Health.

Employee Name: _____

Address: _____

City: _____ State: MN Zip: _____

Emergency Contact Name: _____ Emergency Contact #: _____

Email: _____ Phone #: _____

Employee Acknowledgment and Signature

I acknowledge and understand that participation in Health Promotion Team activities involves inherent risks, which I voluntarily accept and assume. These risks may include, but are not limited to, physical injury, emotional injury, paralysis, permanent disability, illness, death, or property damage due to factors such as:

- Inclement weather;
- Walking on uneven terrain or trails;
- Participation in water activities such as canoeing, kayaking, or tubing;
- The actions, negligence, or misconduct of other participants or third parties.

I further acknowledge that intentional harm to property or others during this activity may result in personal liability for damages and/or legal consequences.

I am participating voluntarily on my own time and understand that I am not covered by workers' compensation for injuries or damages sustained during this event.

In the event of an emergency, I authorize emergency medical personnel to provide necessary treatment. I understand that I am solely responsible for any medical expenses incurred.

Accordingly, I hereby voluntarily release, waive, and forever discharge Aitkin County, including its elected officials, HPT committee members, employees, agents, affiliates, volunteers, and directors, from any and all claims, liabilities, or damages related to or arising from my participation in this activity, whether due to ordinary negligence or any other cause.

This release applies to any and all claims or liabilities made by me or on my behalf, including my estate, heirs, executors, and assigns. I further agree to indemnify and hold harmless Aitkin County from any claims, costs, or expenses, including legal fees, arising from my actions or participation in this activity.

I understand that by signing this document:

- I waive my right to bring a lawsuit against Aitkin County or any released parties for negligence.
- I have had sufficient time to read this agreement and consult legal counsel if desired.
- I acknowledge that I may be denied participation in the activity if I refuse to sign this release.

I have read and understood this document, and I voluntarily agree to be bound by its terms.

- Printed Name: _____
- Signature: _____
- Date: _____

***Select one:**

- ☐ Yes, I authorize the use of any photos taken of me during this event in publicity materials.
- ☐ No, I do not authorize the use of any photos taken of me during this event in publicity materials.



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: HOPE presentation

<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 <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Information Only
Submitted by: April Kellerman		Department: Administration
Presenter (Name and Title): Megan Cummings, HOPE Executive Director		Estimated Time Needed: 20 min.
Summary of Issue: Megan Cummings, HOPE Executive Director, submitted an appropriations request and will be providing a HOPE presentation to the Board.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Information Only.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

HOPE-Healing Opportunities Provided Equally

Providing domestic violence victim services
in Aitkin County since 1981 *44 Years



Community Support 2024
239 Volunteers
7,021 Hours
\$29,402



Mission: HOPE works to end domestic violence and provide safety through direct services, education, and advocacy to all people experiencing domestic violence.

- Filing an order for protection or harassment restraining order
- Explaining the civil and criminal court process
- Accompaniments to court proceedings
- Providing emotional support; by listening and offering judgement free options
- Transporting you to medical or legal appointments
- Creating a safety plan
- Support Groups



Service period of January 1 - December 31st, 2024

510

victim/survivors served (237 adults, 273 children)

526

community referrals for additional resources

41

families received transportation assistance

5,150

contacts with victim/survivors and/or on their behalf

15

families assisted w/relocation

46

victim/survivors assisted w/protection orders

52

crisis line calls - after office hours

65

victim/survivors attended support group

67

families received financial assistance (493 total provided)

79

families assisted w/family law issues (custody, visitation, support)

Who Benefits from Our Services

- Victims/Survivors of domestic violence
 - Children
 - Pets
- Families seeking shelter and support services
- Community members, civic organizations and youth
 - Free personalized presentations/education
- Community Partners
 - Law Enforcement
 - Prosecuting Attorneys Office
 - Crime Victim Coordinator
 - Child Protection Services
 - Probation
 - WorkForce Center
 - Support Within Reach – Sexual Assault Services

*All services are free and confidential

Budget

Operating Budget

Total annual operating budget is

\$342,475 FY'26 (7/1/25-6/30/24)

\$431,000 FY'25 (7/1/24 -6/30/25)

Year-End Fund Balance

Year-end fund balance **\$325,138**
for capital and operating expenses.

Other Funding Sources

Additional funding includes grants & community donations.

Restricted funds 33,063 (Grants)

Unrestricted funds \$10,000 (Donation/Fundraisers)

Reimbursements (Grants) \$125,400 OJP / \$9600 Sourcewell

Funding

January 1 – December 31, 2024

HOPE GRANT Stats

Applied for 28 grants

Awarded 20 grants (70% Award to Application Ratio)

Denied 8 grants

Requested \$1,060,206

Awarded \$336,906 (31.5% Award to Request Ratio)

Fiscal Year'25 (7/1/24 – 6/30/25)

INCOME

Grants \$330,828 (90%)

Donations \$26,203 (7%)

Fundraising \$9628 (3%)

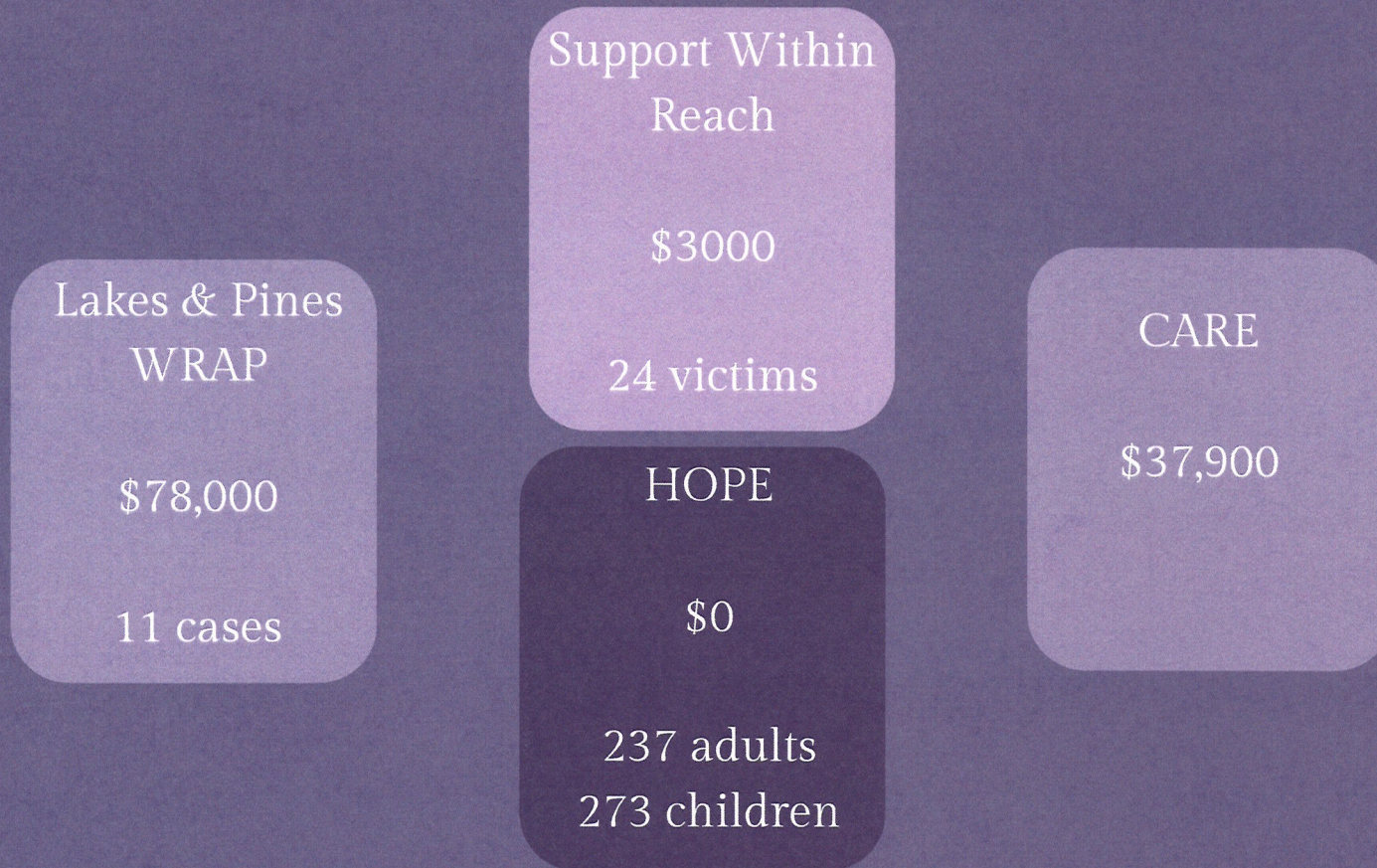
Rent \$1400

Court fines/fees \$746

Bank interest \$35

Total Income = \$368,842

Non-Profits in Aitkin County allocated funds (2024)



Request

Amount: \$5,000

How Funds will be used: General Operations

- Personnel wages when faced with funding gaps. This will allow for continued seamless victim advocacy services to the Aitkin County community.
- In 44 years, this is the first ask that our advocacy non-profit has made to Aitkin County.

HOPE

Healing Opportunity
Provided Equally



Thank you!



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Pine Knoll Public Water Access on the Mississippi River

<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 <i>*provide copy of hearing notice that was published</i> <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): Dennis (DJ) Thompson		Estimated Time Needed: 5 Minutes
Summary of Issue: <p>A public hearing was held on June 24, 2025 regarding the Land Department installing a public water access on the Mississippi River in the Riverside Point Plat in section 16 of Aitkin Township (Lots 38-41). Comments and concerns received at the public hearing have been addressed. The project is being funded by the Minnesota Department of Natural Resources and has support from Aitkin Township and the Mississippi Headwaters Board. The Land Department is now seeking authorization to install the project.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion authorizing the Land Department to install the public water access.		
Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 10,000.00</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p> <p>A grant for \$10,000 from the DNR was secured to cover the cost of the project.</p>		



Board of County Commissioners Agenda Request

4B
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Cooperative Land Use Agreement with Aitkin Township

<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 <i>*provide copy of hearing notice that was published</i> <div style="float: right;"><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only</div>	
Submitted by: Dennis (DJ) Thompson		Department: Land
Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner		Estimated Time Needed: 5 Minutes
Summary of Issue: <p>The County will be constructing a carry-in public water access on the Mississippi River designed exclusively for canoes and kayaks. The east access will be constructed in part of the Right of Way (ROW) of Glendale Road (440th Place). The County would like to enter into a Cooperative Land Use Agreement with Aitkin Township to construct the east access in the Township Road ROW. This would allow the Township to retain ownership of the entire ROW and avoid having to vacate a portion of the ROW.</p> <p>The Agreement has been reviewed by the County Attorney.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to enter into a Cooperative Land Use Agreement with Aitkin Township for the Pine Knoll Access		
Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p>		

Cooperative Land Use Agreement

THIS AGREEMENT is made and entered into by and between the County of Aitkin, State of Minnesota (County), through the Aitkin County Land Department, (Department), and Aitkin Township (Township).

Background

The County will be constructing a carry-in public water access on the Mississippi River designed exclusively for canoes and kayaks. Location is Riverside Point Lots 38 to 41 in section 16 of Aitkin Township (PID 01-1-124600, 01-1-124700, 01-1-124800, and 01-1-124900). The project includes the installation of two accesses, one on the west side (west access) and one on the east side (east access) (see exhibit A).

The east access will be constructed in part of the Right of Way (ROW) of Glendale Road (440th Place). It will not affect the current travel lane or alter the gravel surface.

The County would like to enter into a Cooperative Land Use Agreement with the Township to allow the County to construct the east access in the Township Road ROW. This would allow the Township to retain ownership of the entire ROW and avoid having to vacate a portion of the ROW.

TERMS

In consideration of the mutual undertakings and agreements hereinafter set forth, the County, through the Department, and the Township agree as follows:

1. **USE:** County shall use the land only for the purpose of the Agreement.
2. **MAINTENANCE:** The County shall maintain the accesses in good repair, keeping them safe and clean, removing all refuses and debris that may accumulate. County shall comply with all laws affecting the land, including local ordinances and state regulations.
3. **LIABILITY:** This Agreement shall not be construed as imposing any liability on the Township for injury or damage to the person or property of the County or to any other persons or property, arising out of any use of the accesses. The County shall indemnify and hold harmless the Township from all claims arising out of the use of the land whether such claims are asserted by civil action or otherwise, except for those claims caused by the actions of the Township.
4. **ROAD ALTERATIONS:** The County shall make no changes or alterations to the current travel lane of Glendale Road without the prior written consent of the Township. Changes or alterations shall be at County's sole expense.
5. **CONSTRUCTION:** The Township will allow the County to construct the accesses including the east access in the Township Road ROW. The County will be responsible for obtaining all necessary permits and approvals for the construction of the accesses.

6. EROSION CONTROL: The County is responsible for taking proper precautions for controlling erosion during and after construction.
7. INVASIVE SPECIES: The County is responsible for controlling invasive species on the land.
8. RULES OF USE: The County will develop a set of rules for the accesses to address items including, but not limited to, parking, camping, waste, and campfires. The Rules will be posted at each access and a copy of the Rules will be provided to the Township.

IN WITNESS WHEREOF, the County has caused this Agreement to be signed by its duly authorized officers and the Township has hereunto set its hand.

Dated this _____ day of _____, 2025.

TOWNSHIP

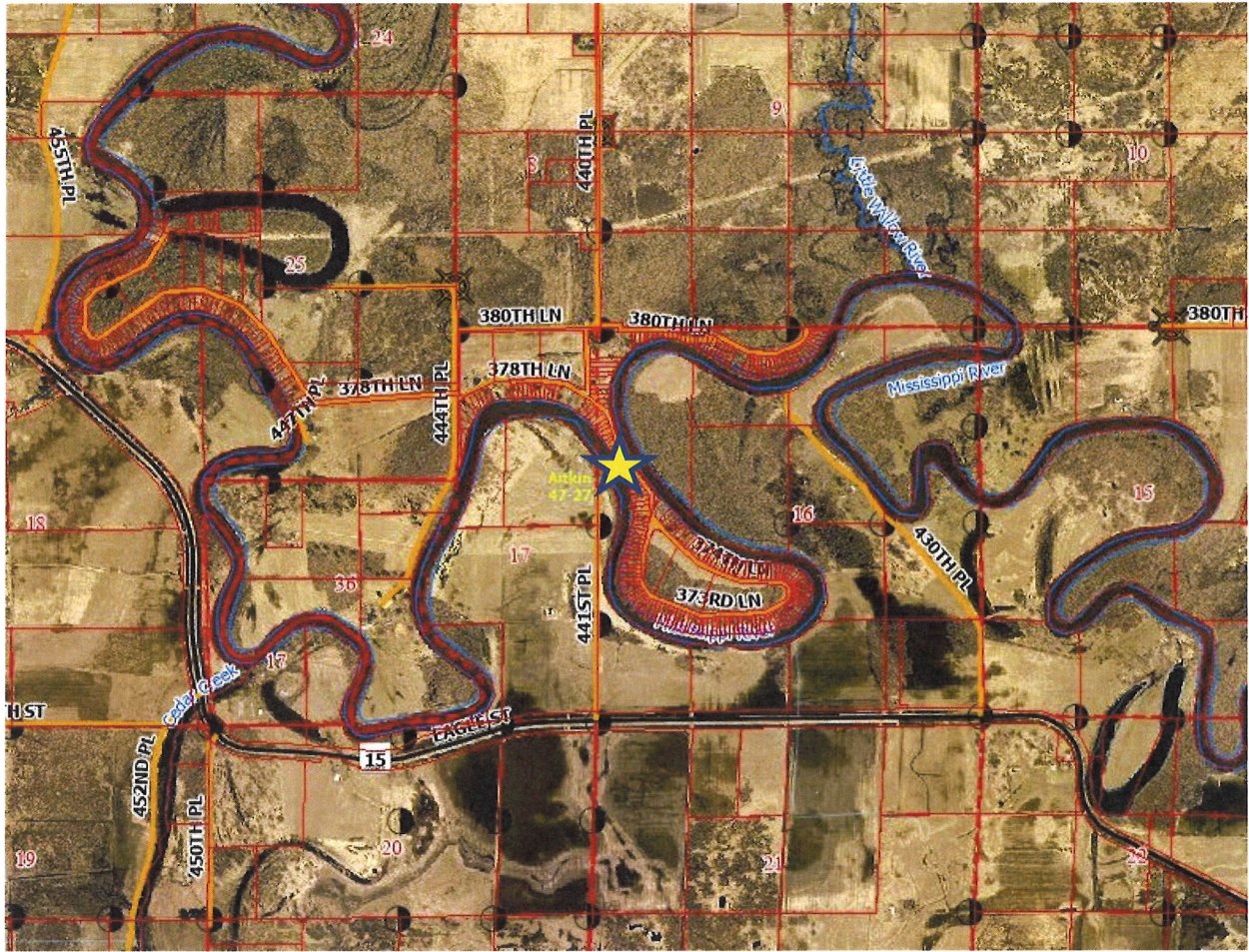
COUNTY

Name: _____

Name: _____

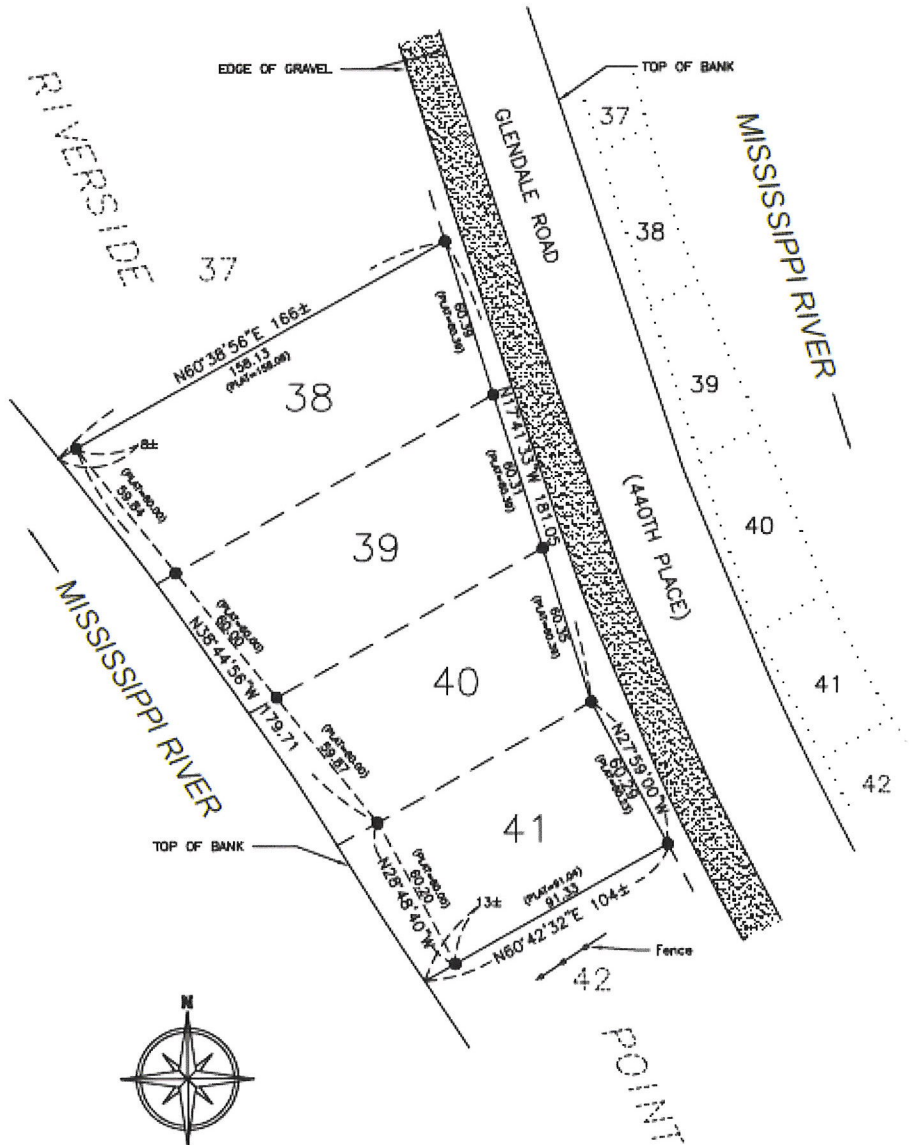
Title: _____

Title: _____



CERTIFICATE OF SURVEY

LOTS 38-41, RIVERSIDE POINT
SECTION 16, TOWNSHIP 47, RANGE 27,
AITKIN COUNTY, MINNESOTA



SCALE IN FEET
0 40 80 120

BEARING DATUM BASED ON AITKIN COUNTY
COORDINATES NAD 83

• DENOTES FOUND IRON MONUMENT

SURVEYOR'S NOTE: THE EASTERLY PORTION OF
LOTS 38-41 AS PLATTED LIE TO THE EAST OF THE
WESTERLY BANK OF THE MISSISSIPPI RIVER

I hereby certify that this survey, plan or report was prepared by me or
under my direct supervision and that I am a duly Licensed Land
Surveyor under the laws of the State of Minnesota.

Randy A. Greer
Randy A. Greer, Lic. No. 42630
Aitkin County Surveyor

5-19-2023

Date



EXHIBIT A



⊗ Denotes approximate location of accesses



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Second Reading - Amendment to Septic 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* <i>*provide copy of hearing notice that was published</i>	
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 April 21, 2025 the Aitkin County Planning Commission approved the proposed amendments to the Subsurface Sewage Treatment System (SSTS) Ordinance. The Minnesota Pollution Control Agency (MPCA) has reviewed and approved the proposed amendments. A public notice was published in the Aitkin Age on June 4, 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 proposed summary of changes and complete ordinance as proposed.</p>		
Alternatives, Options, Effects on Others/Comments: Discussion Only		
Recommended Action/Motion: Discussion Only		
Financial Impact: <p><i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><i>What is the total cost, with tax and shipping? \$</i></p> <p><i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p>		

Changes

Subsurface Sewage Treatment System Ordinance Aitkin County 7/8/25

Section 1.1 – Statute 471.82 (Repealed)

Section 4 Definitions

Composting Toilet: A Composting toilet is a self-contained unit (not connected to sewer or water) that has two principles of operation: liquid (urine) is evaporated, and solids (fecal matter) are biologically decomposed into compost.

Type I System (Standard): A SSTS that is designed according to Parts 7080.2200 to 7080.2240, **including but not limited to** ~~These standard systems utilize~~ trenches, beds, mounds, at-grades, ~~chambers, dual fields or gray water systems.~~ **Type I Standard** systems must be placed on natural **and** undisturbed soils. ~~and installed in a manner that allows for at least thirty-six (36) inches of vertical separation between the bottom of the systems distribution media and periodically saturated soils or bedrock.~~

Type II System: A SSTS that is designed according to Parts 7080.2270 to 7080.2290 **including but not limited to** ~~These systems are designed as holding tanks, privies, toilet waste treatment devices and septic systems installed in the flood plain.~~

Type III System: A SSTS that deviates from the requirements in Parts 7080.2210 to 7080.2240. These systems, **constructed according to 7080.2300** include, **but are not limited to:** systems built on fill or disturbed soil, systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock, and reduced size systems with timed dosing. ~~These systems require operating permits.~~

Type IV System: A SSTS that is designed according to Part 7080.2350. These systems utilizes registered treatment or pretreatment technologies in order to meet various treatment requirements that a standard systems may not accomplish. ~~These systems require operating permits.~~

Type V System: A SSTS that is designed according to Part 7080.2400. ~~These systems are designed by a professional engineer and do not meet the prescriptive designs for Types I-IV. These systems require operating permits.~~

Section 5.6 Prohibitions

Section 5.65 Holding Tanks

Holding tanks are not allowed as a means of sewage treatment for new construction on lots created after January 21, 1992 within the shoreland district and January 10, 1995 outside the shoreland district. ~~Holding tanks may be allowed as replacements for existing failing septic systems, systems which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II, MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed. (Comment - MOVED TO SECTION 6.4)~~

6.4 Holding Tanks

~~Holding tanks may be allowed as replacements for existing failing SSTS, SSTS which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by the Department.~~

Holding tanks may be allowed for the following applications:

- A. For dwellings that are seasonal (used fewer than 180 days per calendar year) and water usage not greater than 150 gallons per day. Two Type I soil treatment areas must be identified on the Management Plan by the designer, when applicable, and preserved for future use by landowner.
- B. When it can be conclusively shown that a Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by a licensed designer and approved the Department.

Holding Tanks installed after the date of the enactment of this current ordinance shall follow these conditions:

- 1. The owner of a holding tank must install a water meter to continuously record indoor water usage. The Department may request water usage readings at any time.
- 2. A Management Plan meeting the requirements of 7082.0600 Subp. 1 must be provided by the licensed designer.

6.6 SSTS for Recreational Vehicles (RV)/Fish Houses used as RV's

RV's, that have manufactured built in holding tanks for gray and black water, that are on a parcel of land without a principle dwelling unit for more than 60 days in a calendar year must comply with the following:

If there is running water from a well to the RV, a standard/Type I or Type II (Holding Tank) SSTS must be installed. Where there is no running water from a well to the RV, at a minimum an outhouse/privy must be installed, or a toilet waste treatment device as in Section 5.66 of this Ordinance would be allowed. Holding tanks will be considered ~~only if a Type I (Classification I or II as per MN Rules Chapter 7080.1860) system can't be installed as per Section 6.4.~~

6.7 Differences in Standards

- 6.7.7 Setback distances from mound septic systems to buildings, ~~lakes, property lines, wells, rivers, creeks, streams, road right-of-ways,~~ ordinary high water level, etc., will be taken from ~~five (5) feet beyond the upslope of the rockbed, and five (5) feet beyond the ends of the rockbed, and from the end of the downslope dike or from the outer limits of the absorption area as defined in this Section, whichever is greater.~~ the outer limits of the absorption area.

8.4 SSTS Permit Applications (No Change)

SSTS construction permit applications shall be made on forms provided by the Department and signed by the applicant or an authorized agent. The application shall include but is not limited to the information and documents listed in items A through D below. Completed application shall be examined and approved or denied by the Department.

- A. Name, mailing address, telephone number, (and email address if available.)
- B. Property Identification Number, property address and legal description of property location.
- C. Site evaluations shall contain all the information in 2006 MN Rules Chapter 7080.0110. A minimum of two (2) soil observations per SSTS site shall be conducted. Two (2) SSTS sites shall be identified on each property, if the land area exists.
- D. Design Reports, operating permits if applicable, and any documents described in 2006 MN Rules Chapter 7080.0110-7080.0115. Design reports shall be made on forms required or approved by the Department.

8.9 Operating Permits

Operating Permits must be submitted on forms approved by the Department.

- A. An Operating Permit shall be required for the following SSTS:
 - 1. SSTS with high strength waste effluent standards that exceed MN Rule 7080.2150, Subp. 3(K).
 - ~~2. SSTS serving three or more connections.~~
 - 3. Type III, (excluding Type III systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock), Type IV and Type V SSTS.
 - 4. SSTS that exceed a daily flow of 2,500 gallons per day.
 - ~~5. MSTS designed under MN Rules Chapter 7081.~~

10.14 Administrative Fees

Any application for a permit that is made after the work has commenced and which requires a permit or is done in violation of a permit ~~shall~~ **may** be charged an “after-the-fact” administrative fee of five (5) times the original permit fee.

SUBSURFACE SEWAGE TREATMENT SYSTEM ORDINANCE

Aitkin County

May 1, 2014

Proposed Amendment Date July 8, 2025

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AITKIN COUNTY SUBSURFACE SEWAGE TREATMENT ORDINANCE

SECTION 1 PURPOSE, INTENT AND SCOPE

1.1 Purpose

The purpose of the Subsurface Sewage Treatment System (SSTS) Ordinance is to comply with State mandates and to provide minimum standards for and regulation of Individual Sewage Treatment Systems (ISTS) and Midsized Sewage Treatment Systems (MSTS) including the proper location, design and construction; their necessary modification and reconstruction; their operation, maintenance and repair to protect surface water and groundwater from contamination by human sewage and waterborne household and commercial wastes within the applicable jurisdiction of the County; to protect the public's health and safety, and eliminate or prevent the development of public nuisances pursuant to the authority granted under Minnesota Statutes, Sections 115.55, 145A.05, 375.51, 394.21-394.37, and 471.82 (**Repealed**), the County Comprehensive Plan, and the County Zoning Ordinance, Shoreland Management Ordinance and the Flood Plain Management Ordinance.

1.2 Intent

It is intended by the County that this Ordinance will promote the following:

- A. The protection of lakes, rivers and streams, wetlands, and groundwater in Aitkin County essential to the promotion of public health, safety, welfare, socioeconomic growth and development of the County.
- B. The regulation of proper SSTS construction, reconstruction, repair, maintenance, and location of SSTS to prevent the entry and migration of contaminants, thereby preventing the degradation of surface water and groundwater quality.
- C. The establishment of minimum standards for SSTS placement, design, construction, reconstruction, repair, maintenance and to prevent contamination and, if contamination is discovered, the identification and control of its consequences and the abatement of its source and migration.
- D. The appropriate utilization of privy vaults and other non-water carried sewage collection and storage facilities.
- E. The provision of technical assistance and education, SSTS permitting, inspections, and enforcement to prevent and control water-borne diseases, lake and stream degradation, groundwater-related hazards, and public nuisance conditions.

1.3 Scope

This Ordinance regulates the siting, design, installation, alterations, operation, maintenance, monitoring, and management of all SSTS within the County's applicable jurisdiction including, but not necessarily limited to individual SSTS and cluster or community SSTS, privy vaults, and other non-water carried SSTS. All sewage generated in unsewered areas of the County shall be treated and dispersed by an approved SSTS that is sited, designed, installed, operated, and maintained in accordance with the provisions of this Ordinance or by a system that has been permitted by the MPCA.

SECTION 2 GENERAL PROVISIONS

2.1 Authority

This Ordinance is adopted pursuant to MN Statutes, Section 115.55; MN Statutes, Sections 145A.01 through 145A.08; MN Statutes, Section 375.51; or successor statutes, MN Rules 2006, Chapter 7080, and elements of 2011 Rules from Chapters 7080, 7081, 7082, and 7083; or successor Rules.

2.2 Jurisdiction

The jurisdiction of this Ordinance shall include all lands of the County except for incorporated areas that administer a (SSTS) program by Ordinance within their incorporated jurisdiction, which is at least as strict as this Ordinance.

2.3 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 County and shall not be deemed a limitation or repeal of any other powers granted by MN Statutes.

2.4 Severability

If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this Ordinance shall not be affected and shall remain in full force.

2.5 Liability

The County's involvement in administration of this Ordinance does not create a special duty to any person and, further liability or responsibility shall not be imposed upon the County or any of its officials, employees, or other contract agents, for damage resulting from the defective construction, operation, or abandonment of any onsite or cluster SSTS regulated under this Ordinance or by reason of any standards, requirements, or inspections authorized by this Ordinance hereunder.

2.6 Abrogation and Greater Restrictions

It is not intended by this Ordinance to repeal, abrogate, or impair any other existing County Ordinance, 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.

SECTION 3 ADMINISTRATION

3.1 County Administration

- A. The Aitkin County Environmental Services Department shall administer the SSTS program and all provisions of this Ordinance.
- B. The County's duties and responsibilities include, but are not limited to, the following:
 - 1. Review all applications for SSTS.
 - 2. Issue all permits required in this Ordinance.
 - 3. Inspect all work regulated in this Ordinance.
 - 4. Investigate all complaints regarding SSTS.
 - 5. Issue certificates of installation, certificates of compliance or notices of noncompliance where applicable.
 - 6. Enact enforcement provisions of this Ordinance as necessary.

7. Refer unresolved violations of this Ordinance to the County Attorney.
8. Maintain current records for each permitted SSTS including all site evaluation documents, design documents, inspection documents, and other applicable documents.
9. The County shall employ or retain under contract qualified and appropriately licensed professionals to administer and operate the SSTS program.
10. Submit annual reports to MPCA as required.

3.11 References to Rule

References to Minnesota (MN) Rules Chapter 7080 are referencing the 2011 Rules. References to the 2006 Rules will be specifically indicated as 2006 Minnesota (MN) Rules Chapter 7080.

3.2 State of Minnesota

Where a single SSTS or group of SSTS under single ownership within one-half mile of each other, have a design flow greater than 10,000 gallons per day, the owner or owners shall make application for and obtain a State Disposal System permit from MPCA. For any SSTS that has a measured daily flow for a consecutive seven-day period, as determined according to 7081.0110, which equals or exceeds 10,000 gallons per day, a State Disposal System permit is required.

SSTS serving establishments or facilities licensed or otherwise regulated by the State shall conform to the requirements of this Ordinance.

3.3 Cities and Township

Any jurisdiction within the County that regulates SSTS must comply with the standards and requirements of this Ordinance. The standards and ordinance of the jurisdiction may be administratively and technically more restrictive than this Ordinance.

SECTION 4 DEFINITIONS

The following words and phrases shall have the meanings ascribed to them in this Section. If not specifically defined in this Section, terms used in this Ordinance shall have the same meaning as provided in the standards adopted by reference. For purposes of this Ordinance, the words “must” and “shall” are mandatory and the words “may” and “should” are permissive.

Absorption Area: means the area below a mound that is designed to absorb sewage tank effluent. This area is determined by multiplying the rockbed length by the required absorption width. The absorption area shall be the minimum clean sand area under the mound.

Absorption Width- is determined by using (2006 MN Rules Chapter 7080) Part 7080.0170, Subp. 5 (B), subitems 4 and 5, or by calculating the berm widths by using the berm slope multipliers found on the Mound Design Worksheet (see Appendix A), whichever is greater.

Alternative Local Standards (ALS): ALS are individual sewage treatment system standards that are less restrictive than the State’s technical standards and criteria. ALS contain the adopted standards from the 2006 MN Rules for systems using less than 2,500 gallons of water per day.

As-Built: Drawings and documentation specifying the final in-place location, size, and type of all system components. These records identify the results of materials testing and describe conditions during construction. Information provided must be verified by a certified statement.

Authorized Representative: An employee or agent of the Environmental Services Department.

Bedroom: Any room or unfinished area within a dwelling that is designed or might reasonably be used for sleeping. An all purpose room, den, study, or office will be considered a bedroom if it has an egress window.

Composting Toilet: A Composting toilet is a self-contained unit (not connected to sewer or water) that has two principles of operation: liquid (urine) is evaporated, and solids (fecal matter) is biologically decomposed into compost.

County: Aitkin County, Minnesota.

County Board: The Aitkin County Board of Commissioners.

Department: The Aitkin County Environmental Services Department.

Failing System: At a minimum, an SSTS that discharges sewage to a seepage pit, cesspool, drywell, leaching pit, or other pit; and any SSTS with less than the required vertical separation distance as described in Chapter 7080.1500, Subp. 4(D & E). The determination of the threat to groundwater for other conditions shall be made by a Qualified Employee or State licensed inspection business.

Grey water: Sewage that does not contain toilet wastes.

Imminent Threat to Public Health or Safety (ITPH): A SSTS that creates the potential to immediately and adversely affect or threaten public health and safety as described in Chapter 7080.1500, Subp. 4(A). At a minimum a SSTS with a discharge of sewage or sewage effluent to the ground surface, drainage systems, ditches, or storm water drains or directly to surface water; SSTS that cause a reoccurring sewage backup into a dwelling or other establishment; SSTS with electrical hazards; or sewage tanks with unsecured, or weak maintenance access covers. The determination of protectiveness for other conditions must be made by a Qualified Employee or a State licensed inspection business.

Individual Subsurface Sewage Treatment System or ISTS: A subsurface sewage treatment system, or part thereof, that is designed to treat a sewage design flow of 5,000 gallons per day or less.

Large Subsurface Sewage Treatment System or LSTS: A system designed to treat more than 10,000 gallons of sewage per day. These systems are permitted by the MPCA.

Midsized Subsurface Sewage Treatment System or MSTs: A subsurface sewage treatment system, or part thereof, that is designed to treat more than 5,000 gallons per day to a maximum of 10,000 gallons per day. These systems require an operating permit.

Mottling: As applied to soils, means a zone of chemical and reduction activity, appearing as splotchy patches of red, brown or grey in the soil. In sub soils with a color value of four or more, the term mottling also includes soil having matrix colors with a chroma of two or less as described in "Keys to Soil Taxonomy": 11th Edition, 2010.

MPCA: Minnesota Pollution Control Agency.

Qualified Employee: A State or Local Unit of Government employee who designs, installs, maintains, pumps, or inspects SSTS as part of the individual's employment duties.

Running water: as it pertains to structures, means when a faucet or other device is opened and water drains out whether by pressure or gravity flow.

Sewage: Waste from toilets, bathing, laundry, or culinary activities or operations or floor drains associated with these sources, including household cleaners and other constituents in amounts normally used for domestic purposes.

Soil Dispersal System: A system where sewage effluent is dispersed into the soil for treatment by absorption and filtration and includes, but is not limited to, trenches, seepage beds, at-grade systems, mound systems and drip dispersal systems.

State: The State of Minnesota.

Subsurface Sewage Treatment System or SSTS: Subsurface Sewage Treatment System including an ISTS, MSTs or LSTS.

SWF: Shoreland, wellhead protection areas, food, beverage, lodging establishments.

Toilet Waste Treatment Device: Incinerating and composting toilets. Chemical, biological and holding toilets are not included in this definition.

Type I System (Standard): A SSTS that is designed according to Parts 7080.2200 to 7080.2240, ~~including but not limited to: These standard systems utilize trenches, beds, mounds, at-grades, chambers, dual fields or gray water systems. Type I Standard systems must be placed on natural and undisturbed soils, and installed in a manner that allows for at least thirty-six (36) inches of vertical separation between the bottom of the systems distribution media and periodically saturated soils or bedrock.~~

Type II System: A SSTS that is designed according to Parts 7080.2270 to 7080.2290 ~~including but not limited to: These systems are designed as holding tanks, privies, toilet waste treatment devices and septic systems installed in the flood plain.~~

Type III System: A SSTS that deviates from the requirements in Parts 7080.2210 to 7080.2240. These systems, ~~constructed according to 7080.2300 include, but are not limited to:~~ systems built on fill or disturbed soil, systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock, and reduced size systems with timed dosing. ~~These systems require operating permits.~~

Type IV System: A SSTS that is designed according to Part 7080.2350. These systems utilize registered treatment or pretreatment technologies in order to meet various treatment requirements that a standard system may not accomplish. ~~These systems require operating permits.~~

Type V System: A SSTS that is designed according to Part 7080.2400. ~~These systems are designed by a professional engineer and do not meet the prescriptive designs for Types I-IV. These systems require operating permits.~~

Zoning/Land Use/Building 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 5 GENERAL REQUIREMENTS

5.1 Retroactivity

5.11 Existing Permits

Unexpired permits which were issued prior to the effective date of this Ordinance shall remain valid under the terms and conditions of the original permit until the original expiration date.

5.12 Existing SSTS

A SSTS installed prior to the effective date of this Ordinance and meeting the minimum requirements at the time it was installed, shall be allowed to continue in use except if it is

determined as a failure to protect ground water or an Imminent Threat to Public Health or Safety.

5.13 SSTS on Lots Created After January 21, 1992 and January 23, 1996

Lots created after January 21, 1992 through the subdivision/platting process must have two (2) septic system sites capable of supporting standard/Type I individual sewage treatment systems. Lots created after January 23, 1996, through metes and bounds descriptions must have two (2) septic system sites each capable of supporting standard/Type I individual sewage treatment systems. Lots that would require use of holding tanks will not be approved.

5.2 Upgrade, Repair, Replacement, and Abandonment

5.21 SSTS Capacity Expansions

Expansion of an existing SSTS must include any system upgrades that are necessary to bring the entire system into compliance with the provisions of this Ordinance at the time of the expansion. Expansions may include addition of bedrooms, water using appliances and mobile home replacement with a larger home.

5.22 Bedroom Additions

Any addition to a structure that includes bedroom(s) that require a zoning permit from the County shall require that the SSTS meet the required design flow according to MN Rule 7080.1860.

5.23 Failure to Protect Groundwater

An SSTS that is determined not to be protective of groundwater in accordance with MN Rule 7080.1500, Subp. 4(B) shall be upgraded, repaired, replaced or abandoned by the owner in accordance with the provisions of this Ordinance within twelve (12) months upon receipt of a Notice of Noncompliance.

5.24 Imminent Threat to Public Health or Safety

An SSTS posing an Imminent Threat to Public Health or Safety shall be pumped within 24 hours and managed as a holding tank in accordance with MN Rule 7080.1500, Subp. 4(A) and said SSTS shall be upgraded, repaired, replaced or abandoned by the owner in accordance with the provisions of this Ordinance within ten (10) months upon receipt of a Notice of Noncompliance.

5.25 Abandonment of SSTS

Any SSTS, or any component thereof, which is no longer intended to be used, must be abandoned in accordance with MN Rule 7080.2500.

5.3 SSTS Located in Floodplain

SSTS shall not be located in a floodway and wherever possible, location within any part of a floodplain should be avoided. If no option exists to locate a SSTS outside of a floodplain, location within the flood fringe is allowed if the requirements in MN Rule 7080.2270 and all relevant local requirements are met. For existing structures within the floodway that are served by an SSTS,

holding tanks will be allowed as a replacement system but the ground elevation where the tank is placed shall not be raised above its existing elevation.

5.4 Class V Injection Wells

All owners of new or replacement SSTS that are considered to be Class V injection wells, as defined in the Code of Federal Regulations, Title 40, Part 144, are required by the Federal Government to submit an UIC Class 5 Inventory Form to the Environmental Protection Agency as described in CFR40, Part 144. Further, owners are required to identify all Class V injection wells in property transfer disclosures.

5.5 SSTS Practitioner Licensing

5.51 License Required

No person shall engage in site evaluation, inspection, design, installation, construction, alteration, extension, repair, maintenance, or pumping of SSTS in Aitkin County without an appropriate and valid license issued by MPCA in accordance with MN Rules Chapter 7083 except as exempted in Rule 7083.0700.

5.52 License Exemption

A MPCA license is not required of an individual who is constructing a SSTS on land that is owned by the individual and functions solely as a dwelling for that individual pursuant to MN Rule 7083.0700. Installation of the system shall be based upon a design by a licensed designer. The system shall be inspected before it is covered and a twenty-four (24)-hour notification to the Department for inspection is required.

5.6 Prohibitions

5.61 Sewage Discharge to Ground Surface or Surface Water

It is unlawful for any person to construct, maintain, or use any SSTS system regulated under this Ordinance that results in raw or partially treated wastewater/sewage seeping to the ground surface or flowing into any surface water. Any surface discharging system must be permitted under the National Pollutant Discharge Elimination System program by the MPCA.

5.62 Sewage Discharge to a Well or Boring

It is unlawful for any person to discharge raw or treated wastewater/sewage into any well or boring as described in MN Rules Chapter 4725.2050, or any other excavation in the ground that is not in compliance with this Ordinance.

5.63 Discharge of Hazardous or Deleterious Materials

It is unlawful for any person to discharge into any treatment system, regulated under this Ordinance, any hazardous or deleterious material other than in normal household use and quantities that adversely affects the treatment or dispersal performance of the system or groundwater quality.

5.64 Occupancy or Use of a Building without a Compliant SSTS

It is unlawful for any person to maintain, occupy, or use any building intended for habitation or that contains one or more of the following – sleeping areas, bathtub, shower, toilet facilities, sink, or any other feature that would make the structure more oriented

towards a dwelling unit than an accessory structure, that is not provided with a wastewater treatment system or that disposes of wastewater in a manner that does not comply with the provisions of this Ordinance.

5.65 Holding Tanks

Holding tanks are not allowed as a means of sewage treatment for new construction on lots created after January 21, 1992 within the shoreland district and January 10, 1995 outside the shoreland district. ~~Holding tanks may be allowed as replacements for existing failing septic systems, systems which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II, MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed.~~ (Comment - MOVED TO SECTION 6.4)

5.66 Toilet Waste Treatment Devices

Toilet waste treatment devices are not allowed as the only method of sewage treatment for structures with running water. For structures without running water a composting toilet or an incinerating toilet would be allowed as an only method of sewage treatment. Specifications on type of toilet waste treatment device must be submitted at the time of permit application. Photos and receipts must be submitted to the Department as evidence of compliance. Toilet waste treatment devices must meet 7080.2450, Subp. 4(A).

SECTION 6 SSTS STANDARDS

6.1 Alternative Local Standards Adopted By Reference

6.11 Alternative Local Standards for New and Existing SSTS

The County hereby adopts by reference the 2006 version of MN Rules Chapter 7080 effective April 3, 2006 as the alternative local standards for new and existing residential SSTS with flows of less than 2,500 gallons per day, and SSTS that serve Food, Beverage and Lodging Establishments with a flow of less than 2,500 gallons per day provided the effluent discharge does not exceed the standards in MN Rules 7080.2150, Subp. 3(K).

6.12 Adoption of Rule by Reference

The County hereby adopts by reference the 2011 MN Rules Chapters 7080 and 7081 for new and replacement systems using greater than 2,500 gallons per day. Specific elements that are required by the 2011 Rules for all sizes of systems are listed in Section 6.8 of this Ordinance. This adoption does not supersede the County's right or ability to adopt local standards that are in compliance with MN Statute 115.55.

6.2 Compliance Criteria for Existing SSTS

For an SSTS built before April 1, 1996, and outside of areas designated as "SWF" – Systems in shoreland areas, wellhead protection areas, or systems serving food, beverage, or lodging establishments – there must be at least two feet of vertical separation between the bottom of the dispersal system and periodically saturated soil or bedrock.

6.3 Dispute Resolution

Resolution of disputes between SSTS Certified Individuals regarding conflicting compliance inspections, determination of periodically saturated soils and other technical issues shall follow MNRule7082.0700, Subp. 5.

6.4 Holding Tanks

~~Holding tanks may be allowed as replacements for existing failing SSTS, SSTS which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by the Department.~~

Holding tanks may be allowed for the following applications:

- A. For dwellings that are seasonal (used fewer than 180 days per calendar year) and water usage is not more than 150 gallons of water per day. Two Type I soil treatment areas must be identified on the Management Plan by the designer, when applicable, and preserved for future use by landowner.
- B. When it can be conclusively shown that a Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by a licensed designer and approved the Department.

Holding Tanks installed after the date of the enactment of this current ordinance shall follow these conditions:

- A. The owner of a holding tank must install a water meter to continuously record indoor water usage. The Department may request water usage readings at any time.
- B. A Management Plan meeting the requirements of 7082.0600 Subp. 1 must be provided by the licensed designer.

6.5 Pumping Agreements

Pumping agreements are required for all permits issued for holding tanks, privies and outhouses.

6.6 SSTS for Recreational Vehicles (RV)/Fish Houses used as RV's

RV's, that have manufactured built in holding tanks for gray and black water, that are on a parcel of land without a principle dwelling unit for more than 60 days in a calendar year must comply with the following:

If there is running water from a well to the RV a standard/Type I or Type II (Holding Tank) SSTS must be installed. Where there is no running water from a well to the RV, at a minimum an outhouse/privy must be installed, or a toilet waste treatment device as in Section 5.66 of this Ordinance would be allowed. Holding tanks will be considered ~~only if a Type I (Classification I or II as per MN Rules Chapter 7080.1860) system can't be installed.~~ as per Section 6.4.

6.7 Differences in Standards

- 6.71 Alternative Local Standards as per Section 6.11 of this Ordinance.
- 6.72 All SSTS shall be sized on a Type I (Classification I) Dwelling as indicated in 2006 MN Rules Chapter 7080.0125 Table I. On lots created prior to January 21, 1992 within

shoreland areas and January 10, 1995 outside the shoreland area, if the lot area does not permit for a Type I SSTS, a Type II or III SSTS may be allowed with conditions.

- 6.73 Mound septic systems with percolation rates greater than thirty (30) mpi shall not be located on slopes in excess of twelve (12)%.
- 6.74 The absorption width of mounds shall be calculated using dike (Berm) slope multiplier ratios of 3:1 or flatter. If the lot area or setback distances don't allow for the use of these multipliers, the Department may consider the use of steeper dike slopes.
- 6.75 A maximum of two ten-foot wide beds may be installed side by side in a single mound if the original soil percolation rate is between five (5) and sixty (60) mpi to a depth of at least twenty four (24) inches below the sand layer. The beds must be separated by at least four (4) feet of clean sand. The absorption area under the sand layer must equal or exceed that of a similar sized mound with one rockbed. It is preferred that the separation between the rockbeds is the same as a downslope dike width.
- 6.76 The entire construction of a mound must take place and continue through the entire construction process when the upper twelve (12) inches of soil has a moisture content of less than the plastic limit. If a mound gets rained on prior to covering, construction of the mound shall not continue until the upper twelve (12) inches of soil under the absorption area and around the perimeter of the sand base has a moisture content less than the plastic limit.
- 6.77 Setback distances from mound septic systems to buildings, ~~lakes~~, property lines, wells, ~~rivers, creeks, streams~~, road right-of-ways, **ordinary high water level**, etc., will be taken from ~~five (5) feet beyond the upslope of the rockbed, and five (5) feet beyond the ends of the rockbed, and from the end of the downslope dike or from the outer limits of the absorption area as defined in this Section. whichever is greater.~~ **the outer limits of the absorption area.**
- 6.78 All SSTS in sandy soils, shall be sized on a soil sizing factor of 1.27 sq.ft./gallon/day or .79 gal/day/sqft unless the sandy soil meets the special requirements in 2006 MN Rules Chapter 7080.0170, Subp. 2(C), Table V - Fine Sand, which would require a soil sizing factor of 1.67 sq.ft./gallon/day or .6 gal/day/sqft.
- 6.79 Each drainfield line must be connected separately to drop boxes and distribution boxes and must not be subdivided.
- 6.791 For pressure distribution systems using perforated laterals, it is recommended the square foot per perforation be 6-10 as in item #6 of Appendix B.

6.8 2011 MN Rule Elements included in this Ordinance

6.81 Sewage Tanks

Tank Strength Requirements, 7080.1910

Septic Tank Design, 7080.1920

Multiple Septic Tanks, 7080.1940

Compartmentalization of Single Tanks, 7080.1950

Septic Tank Baffles, 7080.1960

Sewage Tank Access, 7080.1970

Tank Construction, 7080.1980

Tank Storage, Transport and Use, 7080.1990

Location and Installation of Tanks, 7080.2000, excluding Floodways in D, H.

Tank sizing shall meet 2006 MN Rules Chapter 7080.0130, Subp. 3 A-D.

6.82 Registered Products

Final Treatment and Dispersal, MN Rules Chapter 7080.2150, Subp. 3, A is hereby adopted by reference.

6.83 Vertical Separation Flexibility

MN Rule 7080.1500, Subp. 4(D) is hereby adopted allowing a fifteen (15)% reduction in vertical separation distance for settling of sand or soil, normal variation of measurements and interpretations of the limiting layer for existing SSTs. This provision does not apply to Section 6.2.

6.84 Trench and Seepage Bed Design, 7080.2210, Subp. 4(D)

The minimum depth of soil cover, including topsoil borrow, over the distribution medium is twelve (12) inches.

6.85 Type IV Systems

MN Rules Chapter 7080.2350 is hereby adopted by reference.

6.86 Type V Systems

MN Rules Chapter 7080.2400 is hereby adopted by reference.

SECTION 7 VARIANCES

7.1 Variance Requests

A property owner may request a variance from the standards as specified in this Ordinance pursuant to the Aitkin County Zoning Ordinance, Section 10.

7.2 State Agency Variance Requests

Variances that pertain to the standards and requirements of the State of MN must be approved by the affected State Agency pursuant to the requirements of the State Agency. No permits will be issued by the County until all required State Agency variances have been approved.

7.3 Board of Adjustment Decisions

The Board of Adjustment shall have the authority only to consider variances to horizontal setbacks from ordinary high water levels, property lines, rights of way, structures, or buildings and other standards and criteria per 2006 MN Rules Chapter 7080.0030, Subp. 3. Variances to wells and water supply lines, MN Statutes 4720, 4725, 6105, and 6120 must be approved by the MN Department of Health.

7.4 Department Decisions

The Department may grant an exception to these standards for reduced setback distances to structures when an application is accompanied by an approval from a Registered Engineer of the State of Minnesota approving of the reduced setback distance. The report must address, among

other considerations, any impacts to the structural integrity of the structure and septic/pump/holding tank, and contamination from the effluent to the interior of the structure.

The Department may grant an exception to these standards for reduced setback distances to road right-of-ways and easements when an application is accompanied by a letter from the road authority or easement holder(s) approving of the reduced setback distance.

SECTION 8 SSTS PERMITS AND PLANS

8.1 SSTS Permits Required

A SSTS Permit shall be obtained by the property owner or an agent of the property owner from the Department prior to the installation, construction, replacement, modification, alteration, or capacity expansion including the use of advanced treatment components of a SSTS. It is unlawful for any person to construct, install, modify or replace a SSTS without the appropriate permit from the Department including repair or replacement of components that will alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system's design, layout, or function. The issuing of any permit, variance, or conditional use under the provisions of this Ordinance shall not absolve the applicant of responsibility to obtain any other required permit.

No Zoning/Land Use/Building Permit, where an SSTS is required, shall be issued until after the SSTS permit is approved and issued.

No dwelling, commercial, business, institutional or industrial unit shall be redesigned or enlarged if such redesign or enlargement results in exceeding the design capacity of the SSTS unless a permit has been granted by the Department to redesign or enlarge the SSTS to accommodate the expected increase in sewage.

8.2 Activities Requiring a SSTS Permit

All contractors, property owners or other persons having charge of the SSTS construction, replacement (including tanks and dispersal systems), repair, or modification of components of SSTS, shall obtain a SSTS Permit from the Department prior to starting construction. Permits shall be granted upon receipt of a completed application with design and the appropriate fee.

8.3 Activities Not Requiring a SSTS Permit

A SSTS construction permit is not required for minor repairs or replacements of system components that do not alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system's design, layout, or function. Examples are, crushed pipe, pumps, floats, or other electrical devices of the pump, maintenance hole risers and cover, baffles and effluent filters.

8.4 SSTS Permit Applications (No Change)

SSTS construction permit applications shall be made on forms provided by the Department and signed by the applicant or an authorized agent. The application shall include but is not limited to the information and documents listed in items A through D below. Completed application shall be examined and approved or denied by the Department.

A. Name, mailing address, telephone number, (and email address if available.)

- B. Property Identification Number, property address and legal description of property location.
- C. Site evaluations shall contain all the information in 2006 MN Rules Chapter 7080.0110. A minimum of two (2) soil observations per SSTS site shall be conducted. Two (2) SSTS sites shall be identified on each property, if the land area exists.
- D. Design Reports, operating permits if applicable, and any documents described in 2006 MN Rules Chapter 7080.0110-7080.0115. Design reports shall be made on forms required or approved by the Department.

8.5 Incomplete Application

If after consideration of the application for a permit, the Department shall be satisfied that the work contemplated will not conform to or comply with the provisions of this Ordinance, the Department shall deny the application for a permit. Notice of such denial shall be served by mail or in person on the applicant or permittee. The notice shall state the reason for denial. The permit application may be revised or corrected and resubmitted to the Department at any reasonable time for reconsideration.

8.6 Property Owners Doing Own Work

No SSTS for a commercial establishment can be constructed by anyone other than a MPCA Licensed Installer.

Owners of non-commercial properties may be permitted to construct or repair SSTS on their own properties and shall be exempted from providing proof of a MPCA License but shall be required to execute a signed indemnification agreement pursuant to Subsection 8.61. Property owners doing their own work must comply with Sections 8.1 thru 8.4, as well as other applicable provisions of this Ordinance. A property owner shall have a current license issued by the MPCA for a Designer, Intermediate Designer or Advanced Designer if they wish to perform the site evaluation or design their own SSTS. Every phase of the installation must be inspected by the Department at such stages and times as the Department determines. There shall be a reinspection fee for each additional inspection required to ensure compliance with this Ordinance. If the property owner arranges for, hires, or subcontracts for services or assistance installing the SSTS, a person or entity providing such assistance or services must be fully licensed by the MPCA.

8.61 Indemnification Agreement

The permittee in Section 8.6 shall provide a signed agreement to the Department which indemnifies and saves the County, holding it harmless from all losses, damages, costs and charges that may be incurred by the County due to the failure of the permittee to conform to and comply with the provisions of this Ordinance. A copy of a signed agreement will be provided by the Department.

8.7 SSTS Permit Expiration

The SSTS Permit is valid for a period of one (1) year from its date of issue. An extension of the permit may be granted at the discretion of the Department for up to three (3) additional months.

8.8 Transferability

A SSTS Permit is not transferable from one parcel to another.

8.9 Operating Permits

Operating Permits must be submitted on forms approved by the Department.

- A. An Operating Permit shall be required for the following SSTs:
 - 1. SSTs with high strength waste effluent standards that exceed MN Rule 7080.2150, Subp. 3(K).
 - 2. ~~SSTs serving three or more connections.~~
 - 3. Type III, (excluding Type III systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock), Type IV and Type V SSTs.
 - 4. SSTs that exceed a daily flow of 2,500 gallons per day.
 - 5. ~~MSTS designed under MN Rules Chapter 7081.~~
- B. Operating Permits shall be a signed agreement between the Department and the property owner and shall include monitoring, performance, mitigation, and reporting requirements.
- C. Operating permits are not transferable as to person or place.
- D. Operating Permits shall be valid for the specific term stated on the permit as determined by the Department.
- E. An Operating Permit must be renewed prior to its expiration. If not renewed, the Department may require the system to be removed from service or operated as a holding tank until the permit is renewed. If not renewed within ninety (90) calendar days of the expiration date, the Department may require that the system be abandoned in accordance with Section 5.25.
- F. Operating Permits do not transfer to new property owners. New owners shall apply for an Operating Permit in accordance with Section 8.9. The Department shall not terminate the current permit until ninety (90) calendar days after the date of sale unless an Imminent Threat to Public Health and Safety exists. To consider the new owner's application, the Department may require an inspection of the treatment system certified by a licensed service provider or inspector.
- G. A report shall be prepared and certified by the licensed inspection business or licensed service provider. The report shall be submitted to the Department on or before the compliance reporting date stipulated in the operating permit as required. The report shall contain a description of all maintenance and servicing activities performed since the last compliance monitoring report as described in the Operating Permit.
- H. The Department may suspend or revoke any Operating Permit issued under this Section for any false statements or misrepresentations of facts on which the Operating Permit was issued.
- I. If suspended or revoked, the Department may require that the system be removed from service, operated as a holding tank, or abandoned.
- J. At the Department's discretion, the Operating Permit may be reinstated or renewed upon the owner taking appropriate corrective actions.

8.10 Management Plans

Management Plans for all new or replacement SSTs shall be provided by the licensed designer. The plans shall include operating, monitoring and maintenance requirements for the new or replacement system. Homeowners are required every three (3) years to maintain their sewage tank per instructions in 7080.2450, Subp. 2 and 3.

For those SSTs without a Management Plan or Operating Permit according to the provisions of this Ordinance, must follow the provisions of 7080.2450, Subp. 2 and 3.

8.11 Suspension or Revocation

The Department may suspend or revoke a SSTS Permit issued under this Section for any false statements, misrepresentations of facts on which the SSTS Permit was issued, or unauthorized changes to the system design that alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system design, layout, or function. A notice of suspension or revocation and the reasons for the suspension or revocation shall be conveyed in writing to the permit holder. If suspended or revoked, installation or modification of a treatment system may not commence or continue until a valid SSTS Permit is obtained.

SECTION 9 COMPLIANCE INSPECTIONS

9.1 Compliance Inspection Program

- A.** SSTS Compliance Inspections are performed:
 - 1. To ensure compliance with applicable requirements.
 - 2. To ensure system compliance before issuance of a Zoning/Land Use/Building Permit, not to include land alteration permits.
 - 3. For all new SSTS construction or replacement.
 - 4. When a construction permit is required to repair, modify, or upgrade an existing system.
 - 5. Prior to the Transfer of Title to Real Estate with a dwelling unit, mobile home or any other building served by or required to have a SSTS, whether by warranty deed, quit claim deed or any other method of transfer including the lease of a term of three (3) years or more.
 - 6. To ensure compliance before issuance of a permit for the addition of a bedroom on properties served by a SSTS.
 - 7. Any time the Department deems appropriate, such as upon receiving a complaint or other information of system failure.
- B.** It is the responsibility of the Department, or its agent, to perform installation inspections of new SSTS or upgrades of SSTS to assure that the requirements of this Ordinance are met.
- C.** All Compliance Inspections must be performed and signed by licensed inspection businesses or Qualified Employees certified as inspectors.
- D.** The Department shall be given access to enter a property at any reasonable time to inspect and/or monitor the SSTS system. As used in this paragraph, “property” does not include a residence or private building.
- E.** No person shall hinder or otherwise interfere with the Department’s employees in the performance of their duties and responsibilities pursuant to this Ordinance. Refusal to allow reasonable access to the property by the Department shall be deemed a separate and distinct offense.
- F.** A signed Winter Release of Compliance Inspection form may be accepted in lieu of a Compliance Inspection for property transfers between November 1 and April 30, at the Departments discretion, provided the compliance inspection is submitted to the Department by the following June 1, a certificate of compliance is completed by the following September 30,

and an escrow agreement, as per Section 9.9, is submitted to the Department. During these months, the signed winter release of compliance inspection form may only be used when frost conditions will not permit for an inspection. Failure to fulfill all of the obligations of the winter release of compliance inspection form shall be a violation of this Ordinance. A copy of the "Winter Release of Compliance Inspection Form" can be obtained from the Department.

9.2 New Construction or Replacement

- A.** New installation inspections must be performed on new or replacement SSTS to determine compliance with this Ordinance and MN Rules Chapters 7080 or 7081. SSTS found to be noncompliant with other applicable requirements must be repaired or replaced according to the Department's requirements.
- B.** All SSTS, in whole or in part, shall be inspected by the Department. No system shall be covered, in whole or in part, prior to inspection by the Department unless prior approval has been given by the Department. Failure to obtain approval from the Department shall cause the system to be exposed for inspection. The amount of SSTS exposed for inspection shall be determined by the Department at the time of inspection. The permittee shall notify the Department prior to the completion and covering of the SSTS. The installation and construction of the SSTS shall be in accordance with the permit requirements and application design. Proposals to alter the permitted design shall be reviewed and the proposed change accepted by the Department prior to construction. Inspections shall be conducted up to two (2) times for a drainfield trench system (prior to final cover and after final cover) and up to three (3) times for a mound or at-grade system (scarification, prior to final cover and after final cover) or at other such times as to assure that the system has been constructed per submitted and approved design.
- C.** It is the responsibility of the SSTS owner or the owner's agent to notify the Department twenty-four (24) hours prior to the installation inspection.
- D.** If the installer provides proper notice and the Department does not provide an inspection within two (2) hours after an inspection time was set, the installer may complete the construction per the following:

The installer shall submit photographs of the entire uncovered system and complete an as-built form with a certified statement that the installation of the SSTS met the design and permit conditions and it is free from defects. The as-built form and photographs must be submitted to the Department within five (5) working days of the installation. The as-built form will be supplied by the Department.

- E.** A Certificate of Installation for new SSTS construction or replacement shall be issued by the Department within thirty (30) days of inspection if the Department has reasonable assurance that the system was built in accordance with the applicable requirements as specified in the construction permit.
- F.** The Certificate of Installation must include a certified statement by the Licensed Inspector or Qualified Employee who conducted the inspection that the SSTS is or is not in compliance with the Ordinance requirements. If the SSTS is determined not to be in compliance with the applicable requirements, a notice of noncompliance must be issued to the owner which includes a statement specifying those Ordinance provisions with which the SSTS does not comply.
- G.** No SSTS shall be placed into operation until a valid Certificate of Installation has been issued.

- H. Certificates of Installation for new construction or replacement shall remain valid for five (5) years from the date of issuance unless the Department finds evidence of noncompliance.

9.3 Existing Systems

- A. Compliance inspections shall be required when any of the following conditions occur:
1. When a construction permit is required to repair, modify, or upgrade an existing system.
 2. Anytime there is an expansion of use of the building being served by an existing SSTS which may impact the performance of the system.
 3. Anytime there is a change in use of the property being served by an existing SSTS which may impact the performance of the system.
 4. When applying for a zoning permit, minor subdivision, plat, land use map amendment, conditional use permit or variance and the original Certificate of Installation is more than five (5) years old or the Certificate of Compliance is more than three (3) years old.
 5. Prior to the Transfer of Title to Real Estate with a dwelling unit, mobile home or any other building served by or required to have an SSTS, whether by warranty deed, quit claim deed or any other method of transfer including the lease of a term of three (3) years or more.
 6. At anytime as required by this Ordinance or the Department deems appropriate such as upon receipt of a complaint or other notice of a system malfunction.
- B. Compliance Inspections of existing SSTS shall be reported on the inspection report forms provided by MPCA.
- C. Soil borings for Compliance Inspections of existing systems must be done off the ends of trenches, beds and mounds, and outside the area of influence of the absorption area. If topography or other conditions don't allow for a representative soil sample in these areas the inspector shall use their best judgment in locating a representative soil sample.
- D. The Certificate of Compliance must include a certified statement by a Qualified Employee or licensed inspection business, indicating whether the SSTS is in compliance with the requirements of this Ordinance. If the SSTS is determined not to be in compliance with the applicable requirements, a notice of noncompliance must include a statement specifying those ordinance provisions with which the SSTS does not comply. A construction permit application must be submitted to the Department if the required corrective action is not a minor repair under Section 8.3.
- E. The Certificate of Compliance or notice of noncompliance must be submitted by the inspector to the Department no later than fifteen (15) calendar days after the date the inspection was performed.
- F. Certificates of Compliance for existing SSTS shall remain valid for three (3) years from the date of issuance unless the Department finds evidence of noncompliance.

9.4 Failing SSTS

- A. A SSTS that is found to be failing shall be upgraded, replaced or repaired in compliance with this Ordinance, as applicable within one (1) year.
- B. A SSTS that is found to be an Imminent Threat to Public Health or Safety (ITPHS) shall abate the Imminent Threat to Public Health or Safety within ten (10) days and the SSTS shall be

upgraded, replaced or repaired within ten (10) months. If the ITPHS is a surface discharge of sewage or sewage tank effluent the SSTS must be pumped often enough to prevent a surface discharge from reoccurring.

C. Any SSTS, irrespective of the date of original installation, which is found to be in violation of this Ordinance, shall be relocated, reconstructed or reinstalled so as to be in compliance with this Ordinance.

9.5 Transfer of Property

A. A Certificate of Compliance shall be provided by the seller or transferor to the buyer or transferee before the Transfer of Title to Real Estate with a dwelling unit, mobile home or any other building served by or required to have a SSTS, or, before the Transfer of Title by Deed, contract or lease of a term of three (3) years or more.

B. If the seller fails to provide a Certificate of Compliance, the seller shall provide the buyer with a site evaluation report, approved septic system design and approved Zoning Permit from the Department for the installation of a SSTS, or an Escrow Agreement, as per Section 9.9, is submitted to the Department.

C. The Certificate of Compliance shall be completed by an Inspector licensed by the State of Minnesota and shall indicate that said SSTS is in compliance with MN Rule Chapter 7080 and this Ordinance.

D. In the event that one of the exemptions listed in Section 9.6 of this Ordinance applies, the Sworn Affidavit must be completed and accompany the deed for recording. A copy of the Sworn Affidavit can be obtained from the Department.

E. The Certificate of Compliance, Winter Release Form, Sworn Affidavit and/or Escrow Agreement shall be filed with the Department.

F. A Certificate of Compliance, Winter Release Form, Sworn Affidavit, and/or Escrow Agreement shall accompany the deed for recording. The County Recorder shall note on a copy of each deed when the required forms are not submitted. Nothing in this Section precludes the County Recorder from recording a deed.

9.6 Exempt Transactions The Certificate of Compliance need not be completed if the sale or transfer involves the following circumstances:

A. The tract of land is without buildings or contains no dwellings or other buildings with plumbing fixtures.

B. No Certificate of Real Estate Value need be filed with the County Auditor, as per Minnesota Statutes, Chapter 272.115.

C. The sale or transfer completes a contract for deed entered into prior to June 30, 1998. This subsection applies only to the original vendor and vendee on such a contract.

D. Any dwellings or other buildings with running water are connected to a municipal wastewater treatment system.

E. Documents dated prior to June 30, 1998.

9.7 Transactions Occurring Between November 1 and April 30

A signed Winter Release of Compliance Inspection Form may be accepted in lieu of a Compliance Inspection for property transfers between November 1 and April 30, at the Department's sole

discretion, provided the Compliance Inspection is submitted to the Department by the following June 1, a Certificate of Compliance is completed by the following September 30, and an Escrow Agreement as per Section 9.9 is submitted to the Department. During these months, the signed Winter Release of Compliance Inspection Form may only be used when frost conditions will not permit for an inspection. Failure to fulfill all of the obligations of the Winter Release of Compliance Inspection Form shall be a violation of this Ordinance. A copy of the Winter Release of Compliance Inspection Form can be obtained from the Department. The forms and documents listed above must be brought to the Department for approval.

9.8 Disclaimer

Neither the issuance of permits, Certificates of Compliance, nor Notices of Noncompliance as requested or issued shall be construed to represent a guarantee or warranty of the system's operation or effectiveness. Such certificates signify that the system in question is or has been designed and installed in compliance or non-compliance with the provisions of these standards and regulations.

9.9 Escrow

If the seller fails to provide a Certificate of Compliance, or if a compliance inspection indicates a Notice of Noncompliance or if the seller is unable to complete a compliance inspection due to frozen soil conditions, the seller shall provide the buyer sufficient security in the form of an Escrow Agreement to assure the installation of the complying SSTS. The buyer may, by mutual written agreement with the seller, assume the responsibilities to fund the escrow.

The security shall be placed in an escrow with a licensed real estate closer, licensed attorney at law, or federal or state-chartered financial institution. The amount escrowed shall be equal to 125% of a written estimate to install a complying SSTS provided by a Licensed Installation business or Licensed Installer.

The Escrow Agreement shall list Aitkin County as having the "release authority" of the escrow monies which shall not be released until a Certificate of Compliance is issued by the Department or its agent.

After a complying SSTS has been installed and a Certificate of Compliance issued, the Department shall provide the escrow agent a copy of the Certificate of Compliance which shall cause the escrow to be released. A copy of the Escrow Agreement and written estimate must be submitted to the Department.

SECTION 10 ENFORCEMENT

10.1 Violations

10.11 Cause to Issue a Notice of Violation

Any person, firm, agent, or corporation who violates any of the provisions of this Ordinance, or who fails, neglects, or refuses to comply with the provisions of this Ordinance, including violations of conditions and safeguards, or who knowingly makes any material false statement or knowing omission in any document required to be submitted under the provisions hereof, shall be guilty of a misdemeanor and upon conviction thereof, shall be punishable as defined by MN Statutes.

10.12 Notice of Violation

The Department shall serve, in person or by mail, a notice of violation to any person determined to be violating provisions of this Ordinance. The notice of violation shall contain:

- A. A statement documenting the findings of fact determined through observations, inspections, reinspections or investigations.
- B. A list of specific violation(s) of this Ordinance.
- C. Specific requirements for correction or removal of the specified violation(s).
- D. A mandatory time schedule for correction, removal and compliance with this Ordinance.
- E. Specific enforcement actions that will be taken if corrective action is not completed.

10.13 Cease and Desist Orders

Cease and Desist Orders may be issued when the Department has probable cause that an activity regulated by this or any other County Ordinance is being or has been conducted without a permit or in violation of a permit. When work has been stopped by a Cease and Desist Order, the work shall not resume until the reason for the work stoppage has been completely satisfied, administrative fees paid, and the Cease and Desist Order lifted.

10.14 Administrative Fees

Any application for a permit that is made after the work has commenced and which requires a permit or is done in violation of a permit ~~shall~~ **may** be charged an “after-the-fact” administrative fee of five (5) times the original permit fee.

10.15 Reimbursements for Restoration

The Department may require correction and/or restoration of the property to its original state should the application for a permit be denied or if the action permitted does not include all or part of the work commenced prior to approval of said permit. The Department may recover the cost incurred in removal or abatement in a civil action; or at the discretion of the County Board, the cost of an enforcement action under this Ordinance may be assessed and charged against the real property on which the public health nuisance was located. The County Auditor may extend the cost as assessed and charged on the tax roll against said real property.

10.2 Prosecution

- A. 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.
- B. 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.

- C. 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 \$1,000.00 and/or ninety (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.
- D. 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.

SECTION 11 FEES

From time to time, the County Board shall establish fees for activities undertaken by the Department pursuant to this Ordinance. Fees shall be due and payable at a time and in a manner to be determined by the Department.

SECTION 12 ADOPTION

The Aitkin County Subsurface Sewage Treatment System Ordinance is hereby adopted by Aitkin County Board of Commissioners on the ___ day of __, 2025.

J. Mark Wedel
Chairperson, Aitkin County Board of Commissioners

ATTEST:

Aitkin County Administrator

Approved as to Form:

James Ratz
Aitkin County Attorney

EFFECTIVE DATE: _____, 2025

MINIMUM MOUND SIZE

1. Subtract rock layer width from absorption width
 _____ ft - _____ ft = _____ feet

2. Determine depth of clean sand fill at upslope
 edge of rock layer:
 Separation 3' - _____ ft = _____ feet

3. Add depth of clean sand for separation (2)
 at upslope edge, depth of rock layer (1 ft) to depth of cover
 (1 ft) to find the mound height at upslope edge of rock layer:
 _____ ft + 1 ft + 1 ft = _____ feet

4. Enter table with landslope and upslope berm ratio.
 Select berm multiplier _____.

5. Multiply berm multiplier by upslope mound
 height to find upslope berm width:
 _____ x _____ = _____ feet

6. Multiply rock layer width (K) by landslope to
 determine drop in elevation:
 _____ x _____ % \div 100 = _____ feet

7. Add depth of clean sand for slope difference (6)
 at downslope edge to the mound height at the upslope
 edge of rock layer (3) to find the downslope height:
 _____ ft + _____ ft = _____ feet

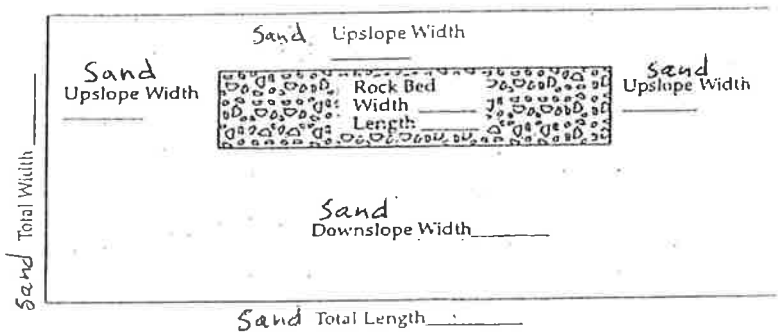
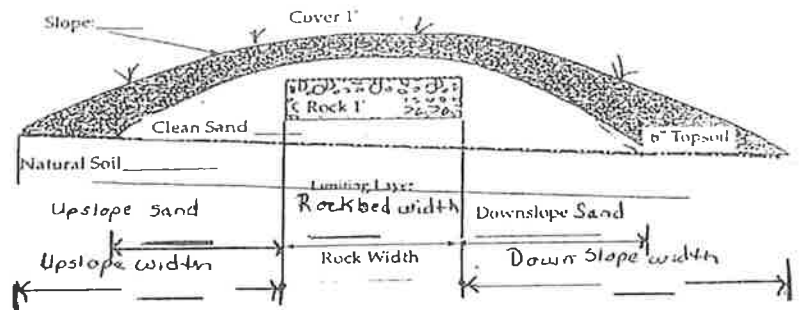
8. Enter table with landslope and downslope berm ratio.
 Select berm multiplier of _____.

9. Multiply berm multiplier by downslope mound height
 to get downslope berm width:
 _____ x _____ = _____ feet

10. Compare the values of Step (1) _____ and
 Step(9) _____. Select the greater of the two
 values as the downslope berm width: _____ feet

11. Total mound width is the sum of upslope berm (5):
 width plus rock layer width (K) plus downslope berm
 width (9):
 _____ ft + _____ ft + _____ ft = _____ feet

12. Total mound length is the sum of upslope berm width
 (5) plus rock layer length (L) plus upslope berm
 width (5):
 _____ ft + _____ ft + _____ ft = _____ feet



BERM SLOPE MULTIPLIERS

Land Slope, in %	DOWNSLOPE berm multipliers for various berm slope ratios					UPSLOPE berm multipliers for various berm slope ratios				
	3:1	4:1	5:1	6:1	7:1	3:1	4:1	5:1	6:1	7:1
0	3.0	4.0	5.0	6.0	7.0	3.0	4.0	5.0	6.0	7.0
1	3.09	4.17	5.26	6.38	7.53	2.91	3.85	4.76	5.66	6.54
2	3.19	4.35	5.56	6.82	8.14	2.83	3.70	4.54	5.36	6.14
3	3.30	4.54	5.88	7.32	8.86	2.75	3.57	4.35	5.08	5.79
4	3.41	4.76	6.25	7.89	9.72	2.68	3.45	4.17	4.84	5.46
5	3.53	5.00	6.67	8.57	10.77	2.61	3.33	4.00	4.62	5.19
6	3.66	5.26	7.14	9.38	12.07	2.54	3.23	3.85	4.41	4.93
7	3.80	5.56	7.69	10.34	13.73	2.48	3.12	3.70	4.23	4.70
8	3.95	5.88	8.33	11.54	15.91	2.42	3.03	3.57	4.05	4.49
9	4.11	6.25	9.09	13.04	18.92	2.36	2.94	3.45	3.90	4.30
10	4.29	6.67	10.00	15.00	23.33	2.31	2.86	3.33	3.75	4.12
11	4.48	7.14	11.11	17.65	30.45	2.26	2.78	3.23	3.61	3.95
12	4.69	7.69	12.50	21.43	43.75	2.21	2.70	3.12	3.49	3.80

Note: The product of the multiplier and the height results in the horizontal distance to where the berm meets the original land slope. Example: Height at upper edge of rock layer is 3.0 feet, rock layer is 10 feet wide, land slope is 6% and berm slope ratio is 4:1. Upslope berm width is $3.23 \times 1.0 = 3.23$ ft; height at lower edge of rock layer is $3.0 + 10 \times 0.06 = 3.6$ ft and downslope berm width is $5.26 \times 3.6 = 18.9$ ft.

Final Cover Dimension

X

PRESSURE DISTRIBUTION SYSTEM

1. Select number of perforated laterals _____
2. Select perforation spacing = _____ feet.
3. Since perforations should not be placed closer than 1 ft. to the edge of the rock layer (see diagram), subtract 2 ft. from the rock layer length. System area: _____ x _____ = _____

$$\frac{\text{Rock layer length}}{\text{Rock layer length}} - 2 \text{ ft.} = \text{_____ feet.}$$

4. Determine the number of spaces between perforations. Divide the length above by perforation spacing and round down to nearest whole number.

$$\frac{\text{Length perf. spacing}}{(3)} = \frac{\text{ft.}}{(2)} \text{ ft.} = \text{_____ spaces}$$

5. Number of perforations is equal to one plus the number of perforation spaces .

$$\text{_____ spaces} + 1 = \text{_____ perforations/lateral}$$

6. Multiply perforations per lateral by number of laterals to get total number of perforations.

$$\frac{\text{laterals}}{\text{laterals}} \times \frac{\text{perfs/lateral}}{\text{perfs/lateral}} = \text{_____ perforations.}$$

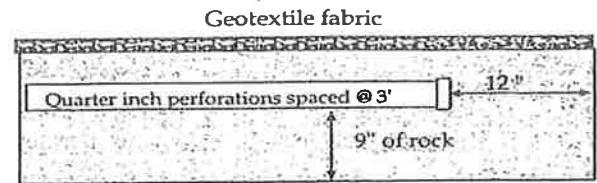
Calculate the square footage per perforation (6-10 sqft/perf)

$$\frac{\text{area}}{\text{area}} \div \frac{\text{perforations}}{\text{perforations}} = \text{_____ sqft/perf}$$

7. Determine required flow rate by multiplying number of perforations by flow per perforation

$$\frac{\text{perfs}}{\text{perfs}} \times \frac{\text{gpm/perf}}{\text{gpm/perf}} = \text{_____ gpm}$$

8. If laterals are connected to header pipe as shown on upper example, to select minimum required lateral diameter; enter table with perforation spacing and number of perforations per lateral. Select minimum diameter for perforated lateral = _____ inches.
9. If perforated lateral system is attached to manifold pipe near the center, lower diagram, perforated lateral length and number of perforations per lateral will be approximately one half of that in step 8. Using these values, select minimum diameter for perforated lateral = _____ inches.



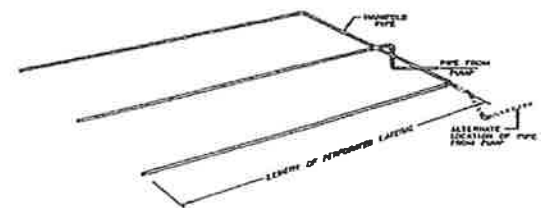
Perf Sizing 7/32" - 1/4"
Perf Spacing 1.5'-5'

Perforation Discharges in GPM				
Head (feet)	Perforation diameter (inches)			
	1/8*	3/16	7/32	1/4
1.0a	0.18	0.42	0.56	0.74
2.0b	0.26	0.59	0.80	1.04
5.0	0.41	0.94	1.26	1.65

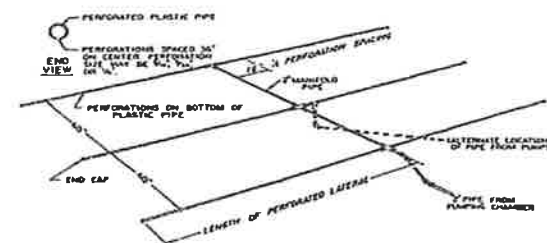
a Use 1.0 foot for single homes.
b Use 2.0 feet for anything else.
* Potential for plugging

Maximum number of quarter inch perforations per lateral to guarantee < 10% discharge variation			
Perforation Spacing (feet)	1 1/4	1 1/2	2
2.5	14	18	28
3.0	13	17	26
3.3	12	16	25
4.0	11	15	23
5.0	10	14	22

MANIFOLD LOCATED AT END OF PRESSURE DISTRIBUTION SYSTEM



LAYOUT OF PERFORATED PIPE LATERALS FOR PRESSURE DISTRIBUTION IN GROUND





Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Adopt Resolution amending the Aitkin County Septic Ordinance

<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 checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Andrew Carlstrom		Department: Environmental Services/Planning & Zoning
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 5 Minutes
Summary of Issue: Adoption of proposed amendments to the Aitkin County Subsurface Sewage Treatment System (SSTS) Ordinance.		
Alternatives, Options, Effects on Others/Comments: Motion to deny proposed resolution		
Recommended Action/Motion: Motion to approve proposed resolution		
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 <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20250708-xxx

Aitkin County Subsurface Sewage Treatment System (SSTS) Ordinance Amendments

WHEREAS, the current SSTS Ordinance was drafted and adopted in 2014 and is deemed in need of updating and revision by the Aitkin County Environmental Services staff; and

WHEREAS, Aitkin County is experiencing and is expected to experience the continued increase of state septic regulations and updates, the need for new septic systems, and replacement of non-compliant systems; and

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

NOW, THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners does hereby authorize the proposed amendments of the Aitkin County Subsurface Treatment System Ordinance.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Request Committee of the Whole Meeting - Shoreland Ordinance

<input checked="checked" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="checked" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i> <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only	
Submitted by: Andrew Carlstrom		Department: Environmental Services/Planning & Zoning
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 10 Minutes
Summary of Issue: <p>The Aitkin County Shoreland Management Ordinance, which is our most comprehensive land use ordinance, has been under review and discussion by the Ordinance Committee since the fall of 2024. On June 18, 2025 a "Press Release" of proposed amendments was posted on the Aitkin County website, sent to the Aitkin Age, Aitkin County cities, townships, lake associations, ACLARA, and MN DNR with written public comments requested on or before July 18, 2025.</p> <p>Attached is the Press Release with a summary of the proposed ordinance amendments, as well as the proposed amended ordinance. I am requesting consideration of holding a Committee of the Whole Meeting on Thursday, July 31, 2025 at 1 PM. Pending any additional changes, the following is a tentative timeline for the adoption of the amendments to the Shoreland Management Ordinance:</p> <p>Aitkin County Planning Commission: September 2025 Aitkin County Board of Commissioners: October-November 2025</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve scheduling a Committee of the Whole Meeting to discuss proposed changes to the Shoreland Management Ordinance be scheduled.		
Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="checked" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p>		

PRESS RELEASE

FOR IMMEDIATE RELEASE

Date: June 18, 2025

AITKIN COUNTY SEEKS PUBLIC COMMENT ON SHORELAND MANAGEMENT ORDINANCE REVISIONS

The Aitkin County Environmental Services / Planning & Zoning Department is requesting public comment on proposed revisions to the Shoreland Management Ordinance. The proposed revisions are administrative, organizational, with a minor change to regulations. The new ordinance revisions contain hyperlinks throughout, improving ordinance readability and comprehension. Supporting information can be viewed on the County website at: www.co.aitkin.mn.us/departments/env/. Written comments on the proposed changes will be accepted until July 18, 2025, and may be submitted to the Aitkin County Environmental Services / Planning & Zoning Department at aitkinpz@aitkincountymn.gov or mailed to 307 2nd Street NW, Room 219 Aitkin, MN 56431, attn: "Ordinance".

These are the proposed revisions to the Aitkin County Shoreland Management Ordinance:

- Section 2.7 – Additions to and Revision of Definitions
- Section 4.25 – Update of the Classification List for Land Uses
- Section 6.14 subpart C (2) – Building Coverage increase to 18% of total 25% Impervious Surface
- Section 7.22 – Vegetation Alterations Administrative Change
- Section 7.52 subpart A - Building Coverage increase to 18% of total 25% Impervious Surface
- Section 9.82 – Open Space/Common Open Space Administrative Change

The Aitkin County Environmental Services / Planning & Zoning Department is committed to providing excellent customer service while helping landowners make wise choices that protect one of our greatest resources, our lakes and rivers. Citizens are encouraged to contact our department at (218) 927-7342 or at aitkinpz@aitkincountymn.gov to discuss land use activities.

Aitkin County

Shoreland Management Ordinance



Adopted January 21, 1992
Amended May 22, 2001
Amended April 5, 2005
Amended October 7, 2008 - Effective January 1, 2009
Administrative Amendment – December 13, 2011
Administrative Amendment – May 8, 2012
Amended – January, 24 2017
Amended – April, 24 2018
Amended -

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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.
- 2.4 **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.

2.5 **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.

2.6 **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.

2.7 **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.

2.8 **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 **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.
- 2.717 **Boathouse.** “Boathouse” means a one level accessory structure designed and used solely for the storage of boats or boating equipment.
- 2.718 **Brew pub.** “Brew pub” is a brewer who also holds one or more retail on-sale licenses and who manufacturers 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.
- 2.719 **Building Coverage.** “Building Coverage” means the ground surface covered by any building 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 coverage does not include eaves of twenty-four (24) inches or less.
- 2.720 **Building line.** “Building 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.
- 2.721 **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.
- 2.722 **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.
- 2.723 **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.
- 2.724 **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.
- 2.725 **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.
- 2.726 **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.

- 2.727 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.
- 2.728 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.
- 2.729 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.
- 2.730 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.
- 2.731 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.
- 2.732 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.

- 2.733 **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.
- 2.734 **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.
- 2.735 **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.
- 2.736 **Commercial Use.** “Commercial use” means the principal use of land or buildings for the sale, lease, rental, or trade of products, goods, and services.
- 2.737 **Commissioner.** “Commissioner” means the commissioner of the Minnesota Department of Natural Resources.
- 2.738 **Common Open Space.** A portion of development that:
- A. Is permanently set aside to preserve elements of the natural landscape for public or private use;
 - B. Will not be developed or subdivided; and
 - C. Is generally owned in common by the individual owners in the development or by a permanently established management entity.
- 2.739 **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.
- 2.740 **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.
- 2.741 **Contiguous Lot.** “Contiguous lot” means an adjacent lot under the same ownership with a common boundary line.
- 2.742 **County Board.** “County Board” is the Board of County Commissioners of Aitkin County, Minnesota.

- 2.743 **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.
- 2.744 **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.
- 2.745 **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.
- 2.746 **Department.** "Department" means the Aitkin County Environmental Services Department.
- 2.747 **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.
- 2.748 **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.
- 2.749 **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.
- 2.750 **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.
- 2.751 **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.
- 2.752 **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.
- 2.753 **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](#).
- 2.754 **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).
- 2.755 **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).
- 2.756 **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.

- 2.757 **Floodplain.** "Floodplain" includes the beds proper and the area adjoining a watercourse which have been, or hereafter may, be covered by the regional flood.
- 2.758 **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.
- 2.759 **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.
- 2.760 **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.
- 2.761 **Habitable structure.** "Habitable structure" means a structure which contains one or more of the following - one or more sleeping areas, bath tub, or shower.
- 2.762 **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.
- 2.763 **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.
- 2.764 **Ice Ridge, Annual.** A linear mound of lakebed materials pushed up onto the lakeshore by the action of ice within a calendar year.
- 2.765 **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.
- 2.766 **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.
- 2.767 **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.
- 2.768 **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.
- 2.769 **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.
- 2.770 **Landing.** "Landing" means the top or bottom of a section of stairway, with or without railings.
- 2.771 **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.
- 2.772 **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.
- 2.773 **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.

- 2.774 **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](#)).
- 2.775 **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.
- 2.776 **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.
- 2.777 **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.
- 2.778 **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.
- 2.779 **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.
- 2.780 **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.
- 2.781 **Motor Vehicle.** "Motor vehicle" means every vehicle which is self propelled. Motor vehicle does not include a vehicle moved solely by human power.
- 2.782 **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.
- 2.783 **Open Space.** A portion of a development site that is permanently set aside for public or private use and will not be developed.
- 2.784 **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.

- 2.785 **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.
- 2.786 **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.
- 2.787 **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.
- 2.788 **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.
- 2.789 **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.
- 2.790 **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.
- 2.791 **Planning and Zoning Administrator.** "Planning and Zoning Administrator" means the Planning and Zoning Administrator of Aitkin County, Minnesota, or his authorized representative.
- 2.792 **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.
- 2.793 **Principal structure.** "Principal structure" means the primary structure as distinguished from subordinate or accessory structures. Structure that is used primarily for dwelling purposes.
- 2.794 **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.
- 2.795 **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.

- 2.796 **Public waters.** "Public waters" means any waters as defined in [Minnesota Statutes, section 103G.005](#).
- 2.797 **Recreational camping vehicle.** "Recreational camping vehicle" shall mean any of the following:
- A. 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.
 - B. 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**.
 - C. 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.
 - D. Camping trailer means a folding structure, mounted on wheels and designed for travel, recreation and vacation **uses**.
 - E. 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.**
- 2.798 **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](#).
- 2.799 **Recreational Use Area.** **An outdoor recreation area adjacent to a body of water, such as a lake or bay.**
- 2.800 **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.
- 2.801 **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.
- 2.802 **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.
- 2.803 **Sanitary station.** "Sanitary station" means a facility used for removing and disposing of wastes from recreational vehicle holding tanks.
- 2.804 **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.
- 2.805 **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.
- 2.806 **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 of flora or fauna in need of special management.

- 2.807 **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.
- 2.808 **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.
- 2.809 **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.
- 2.810 **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.
- 2.811 **Sewered.** "Sewered" means property which is served by a publicly owned and maintained sewer system.
- 2.812 **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.
- 2.813 **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.
- 2.814 **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).
- 2.815 **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 unplatted 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 unplatted cemeteries are automatically designated to be significant historic sites.
- 2.816 **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.
- 2.817 **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.
- 2.818 **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.
- 2.819 **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.
- 2.820 **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.
- 2.821 **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.

- 2.822 **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.
- 2.823 **Subdivision.** “Subdivision” means land that is divided for the purpose of sale, rent, or lease, including planned unit developments.
- 2.824 **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.
- 2.825 **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.
- 2.826 **Toe of the bluff.** “Toe of the 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.
- 2.827 **Top of the bluff.** “Top of the bluff” means the 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.
- 2.828 **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:
- A. have a predominance of hydric soils;
 - B. 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 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 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 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 4.13](#) of this Ordinance are generally small, often shallow lakes/wetlands with limited capacities for assimilating the impacts of development and recreational use. See [Section 6.14 H](#) 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 4.13](#) 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 [4.13](#) and [4.14](#) shall be as defined in Section [2.781](#) 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	Waukenabo 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
Lone	1-125	Nordland	437	1978
Long	1-89	Glen	433	1977

Recreational Development (RD) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
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
Bay	1-49	Cornish	60	1981
Bear	1-64	Idun	127	1978

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
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
Lagoon	1-79	Libby	23	1981
Landgren	1-172	Farm Island	27	1981

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
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
Pickrel	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
Rat House	1-53	Cornish	122	1981
Red	1-107	Logan	97	1981

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
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	Waukenabo	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
Twin – (Ude)	1-41	Turner	26	1981
Wakefield	1-36	Turner	171	1981

Natural Environment (NE) Lakes				
Lake Name	ID. #	Township(s)	Area in Acres	Year of Survey
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	Malmö	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	SE¼ 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
	SW¼ Sec. 26, T46N, R26W	Confluence with Mississippi R. in Sec. 24, T47N, R27W
Snake	SE¼ Sec. 2, T44N, R23W	South section line, Sec. 28, T45N, R23W
	NE¼ 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 4.13 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 if 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) Unsewered	Lot Width (ft) Sewered
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, ~~as of June 1, 2005~~, the building coverage shall not exceed 15% ~~18%~~ 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 [4.25](#) (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 [4.13](#) 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 8.3 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, 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)

- 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 8.5 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 means 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 [5.2](#) and [5.3](#), 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 (2) 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 4.5 feet above ground level (DBH), 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. 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 (2a) 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 [7.2](#).
- 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 [7.42](#);
- 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.)

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 [7.3](#) 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 coverage of lots must not exceed 45 **18** percent of the lot area, and total impervious surface coverage of 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 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 [8.3](#) 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 [8.3](#) 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 [6.32, 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% 18%	25%
Recreational Development	30,000	100	See Section 6.1	See Section 6.1	15% 18%	25%
General Development	15,000	75	30,000	100	15% 18%	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 [8.41](#), [8.42](#), and [8.43](#) 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.)
- A. The addition/expansion will not decrease the setback of the existing structure from the ordinary high water level;
 - B. 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;
 - C. The existing structure is setback to a minimum of a line parallel with the Shore Impact Zone;
 - D. Impervious surface coverage of the parcel or lot shall not exceed 25 percent;
 - E. 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. 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;
 - B. 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;
 - C. The deck is not roofed or screened; and
 - D. 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:
- A. 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.
 - B. 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 [6.32](#) 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 [4.25](#) 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 (EAW/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 [9.82](#), 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:

- A. 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.
- B. 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 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 buildings: All mobile homes which are established as a single-dwelling unit or within a mobile home park shall have an accessory building or garage for storage purposes for each mobile home unit. The size of the accessory 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 siting: 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 rate 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 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 [7.2](#).
- 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 [7.2](#). 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 withstanding 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;

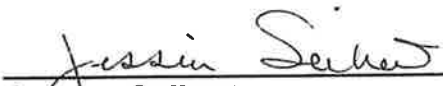
- B. remedial measures to correct erosion sites and improve vegetative cover and screening of buildings and other facilities as viewed from the water; and
- C. if existing dwelling units are located in shore or bluff impact zones, conditions are attached to approvals of conversions that preclude exterior 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

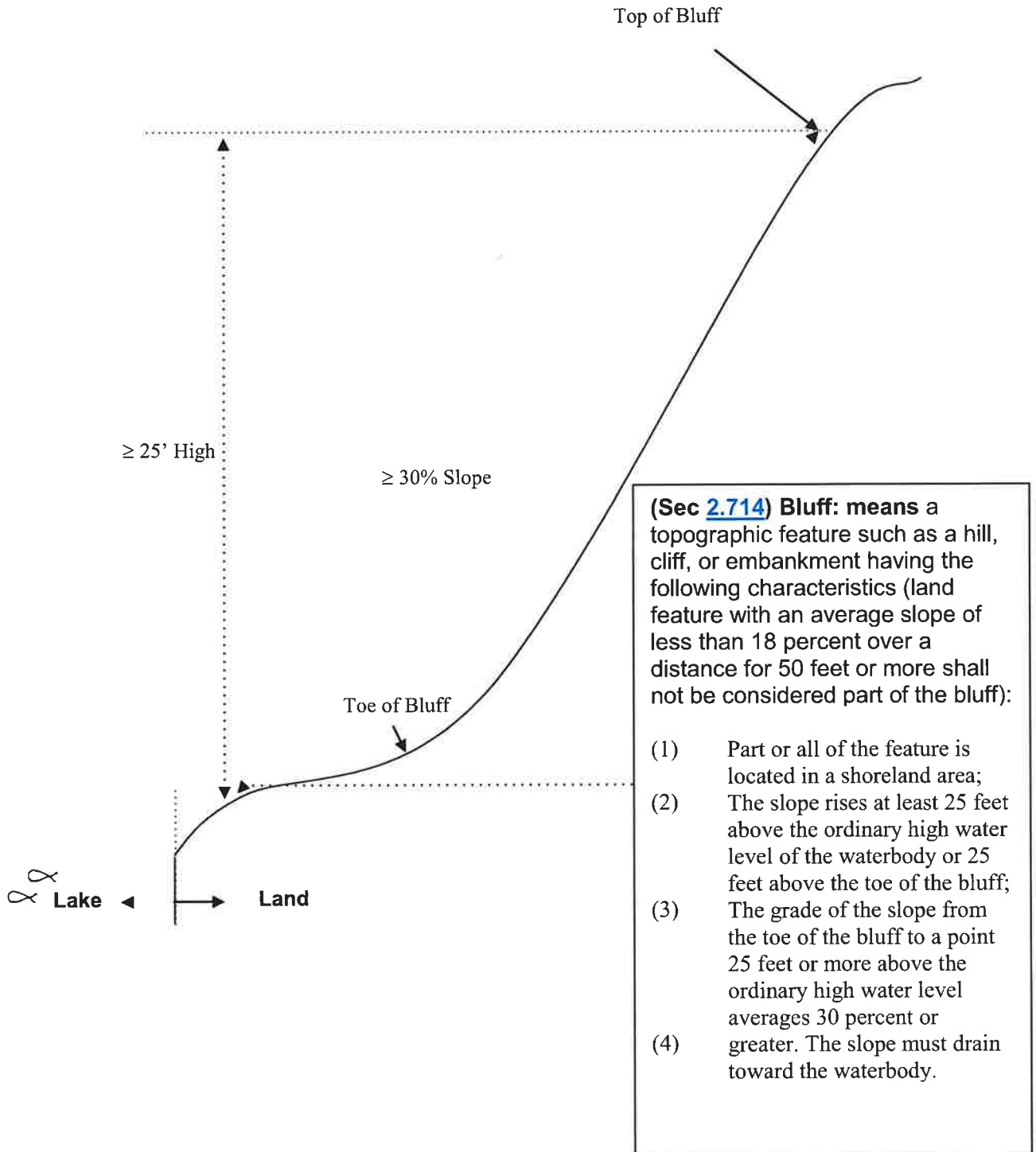
ORDINANCE CERTIFICATION CHECKLIST

AITKIN COUNTY, MINNESOTA

- | | | |
|----|-------------------------------|---|
| 1. | <u>March 7 & 21, 2018</u> | Date of Published Hearing Notice. |
| | <u></u> | |
| | <u></u> | |
| | <u></u> | |
| 2. | <u>February 27, 2018</u> | Date of Postmark of Hearing Notice
To Commissioner of the DNR/Area
Hydrologist |
| 3. | <u>March 26, 2018</u> | Date of Hearing(s) |
| | <u></u> | |
| 4. | <u>April 24, 2018</u> | Date of Ordinance Adoption |
| 5. | <u>March 21, 2018</u> | Date of Affidavit of Published Amendments
to the Ordinance |
| 6. | <u></u> | Date of Official Filing of Adopted
Amendments to the Ordinance.
(<u> </u> Record book Number
<u> </u> Page Number). |
| 7. | <u>Yes</u> | Board of Adjustment/Appeals has been
established. |

Appendix I

Bluff Illustration



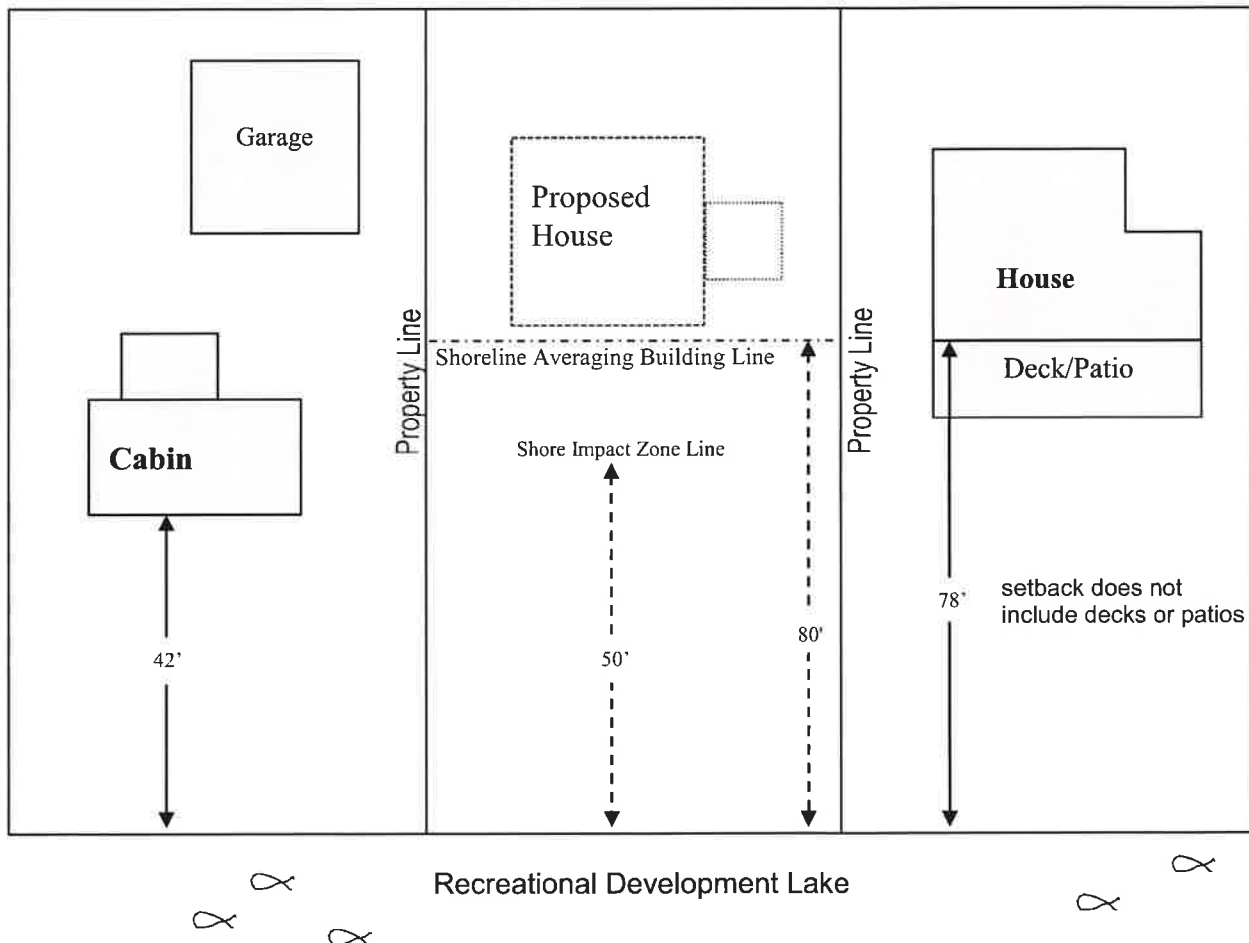
Appendix II

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, septs, 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	3.33 (30' setback)	10.000 (10' setback)
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		
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*

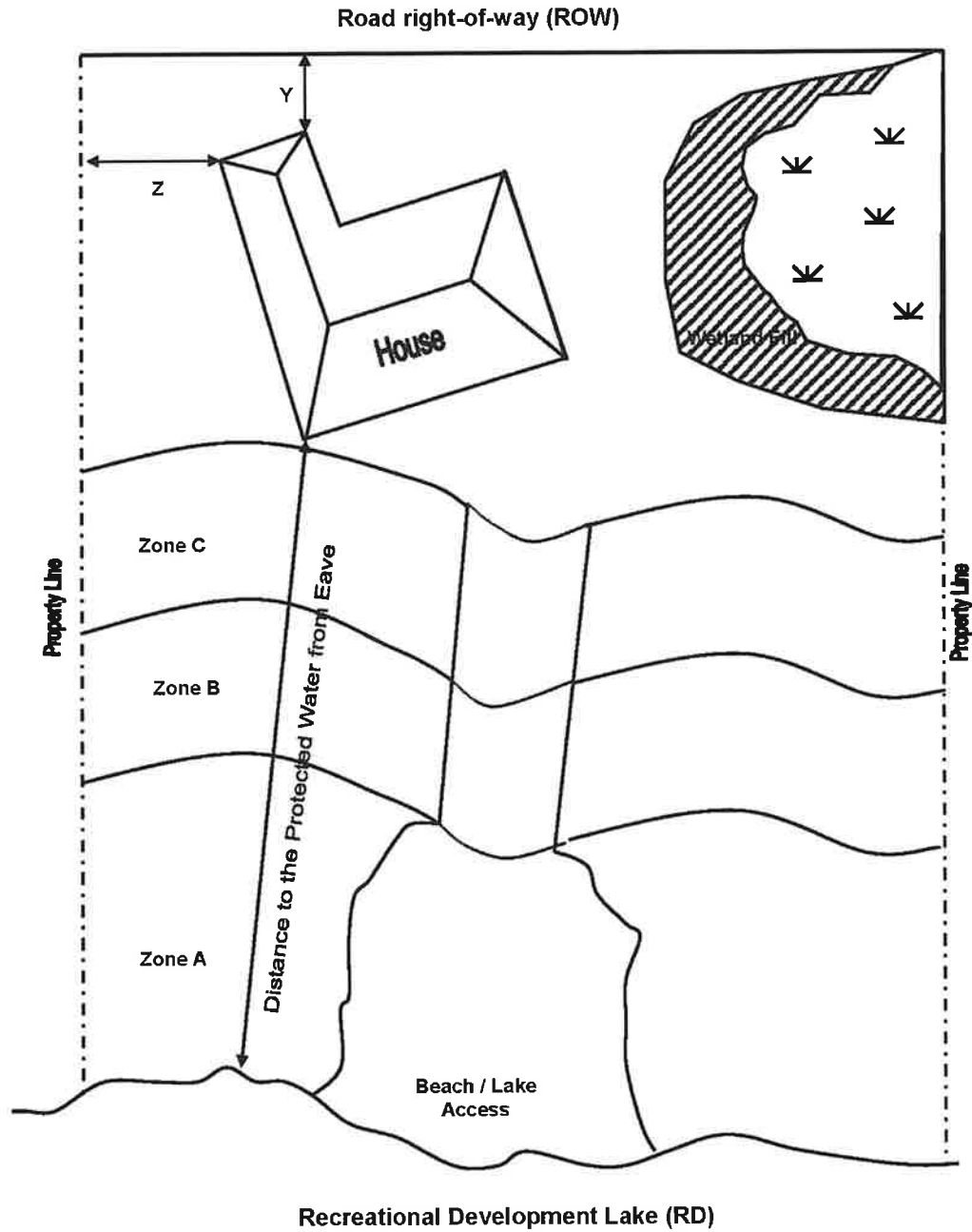
Final Score = Pre-mitigation Lot Score (Line 5) _____ + Mitigation Totals (Lines A-I) _____ = _____

*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

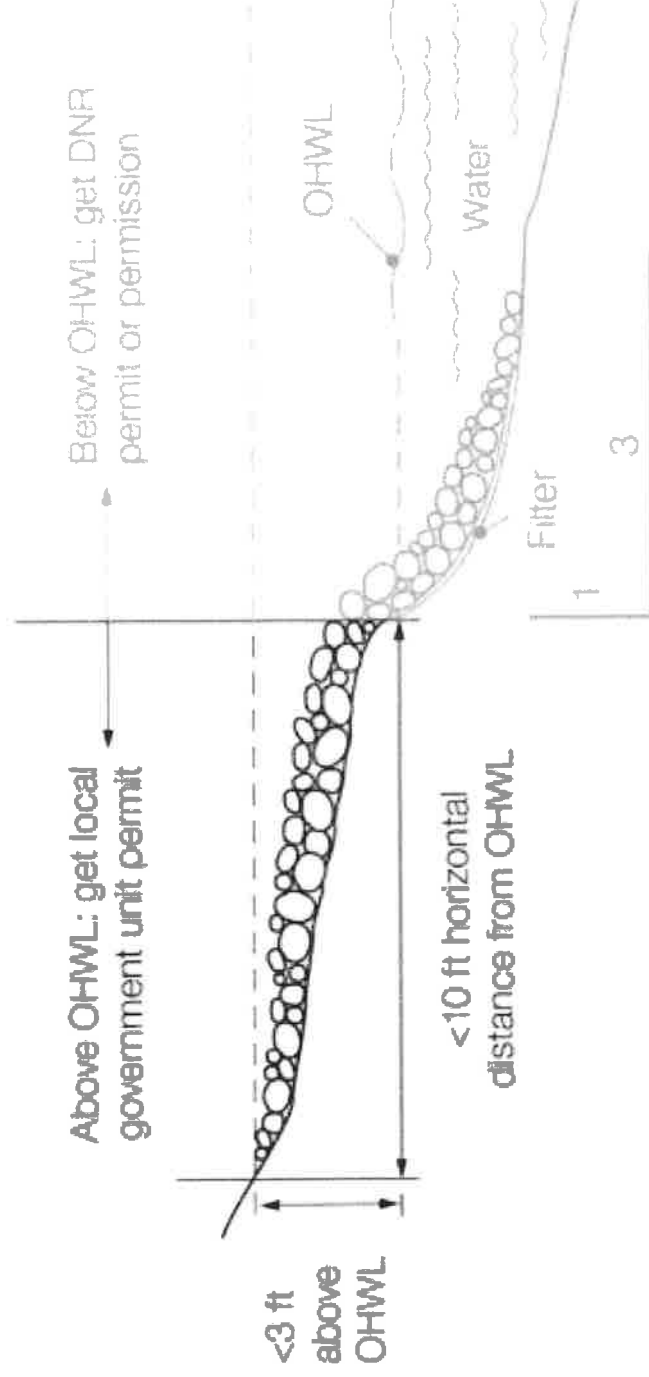
Applicant

AITKIN COUNTY SHORELAND PERFORMANCE
(Example)



Appendix IV

Riprap Guidelines



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

Appendix V

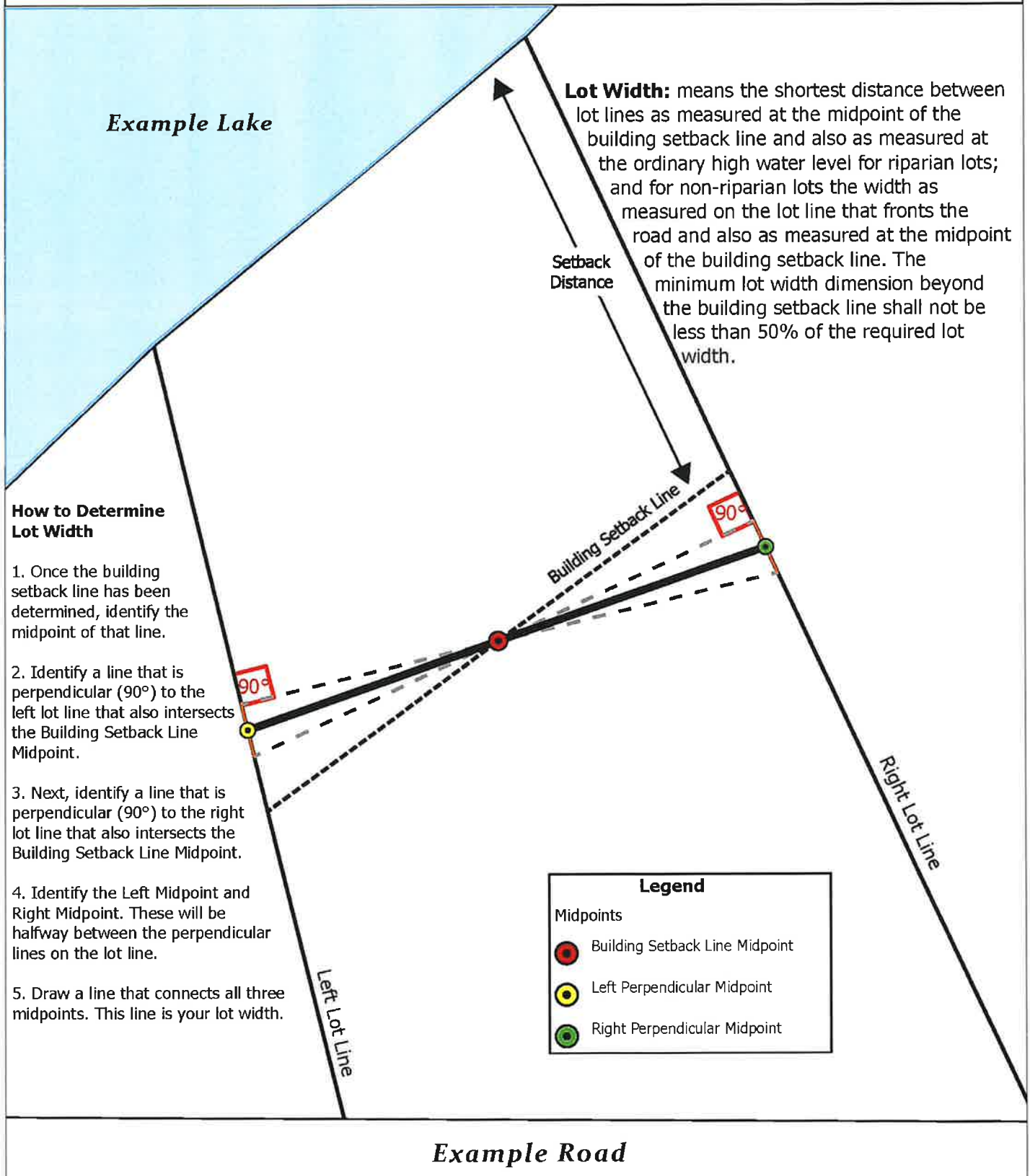
Recreational Use Area



Please note: This image is not to scale and is for illustrative purposes only.

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: 

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
Malmö	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	22
	45	24
	47	24
	48; 49	27
	50	25; 26; 27
	51	22; 25; 27
	52	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: Waukenabo 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>	<u>From</u>			<u>To</u>		
	<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

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

<u>Name</u>	<u>Section</u>	<u>From</u> <u>Township</u>	<u>Range</u>	<u>To</u> <u>Section</u>	<u>Township</u>	<u>Range</u>
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)	52	26
Morrison Brook (MB)	4	52	26	23(Basin 142)	52	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 148)	50	27
Rice River (RR)	24	46	24	4	47	26

<u>Name</u>	<u>Section</u>	<u>From</u>		<u>To</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

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

<u>Name</u>	<u>Section</u>	<u>From</u> <u>Township</u>	<u>Range</u>	<u>To</u> <u>Section</u>	<u>Township</u>	<u>Range</u>
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:

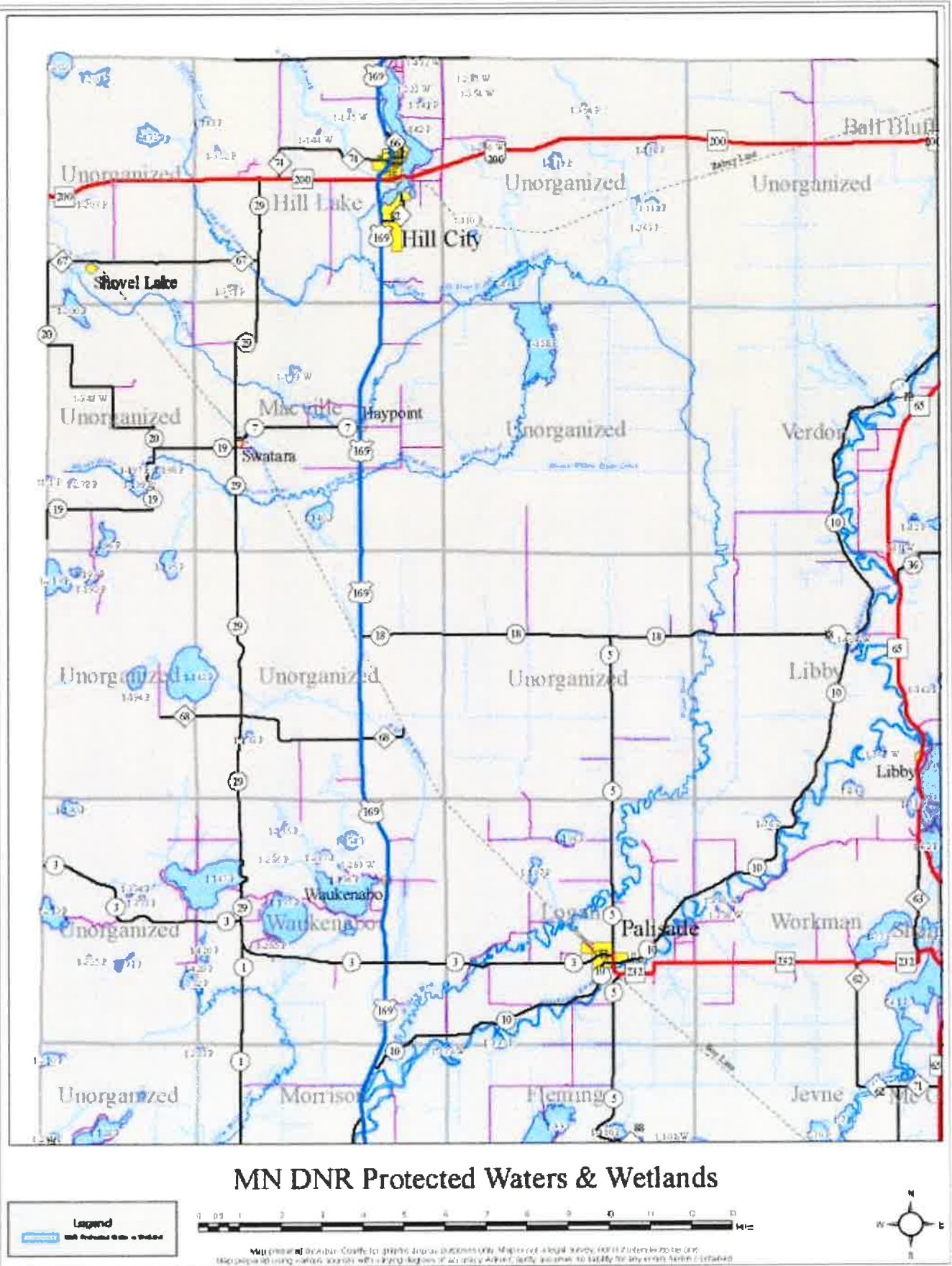
<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-7 : Jay Lake	22,27	48	22

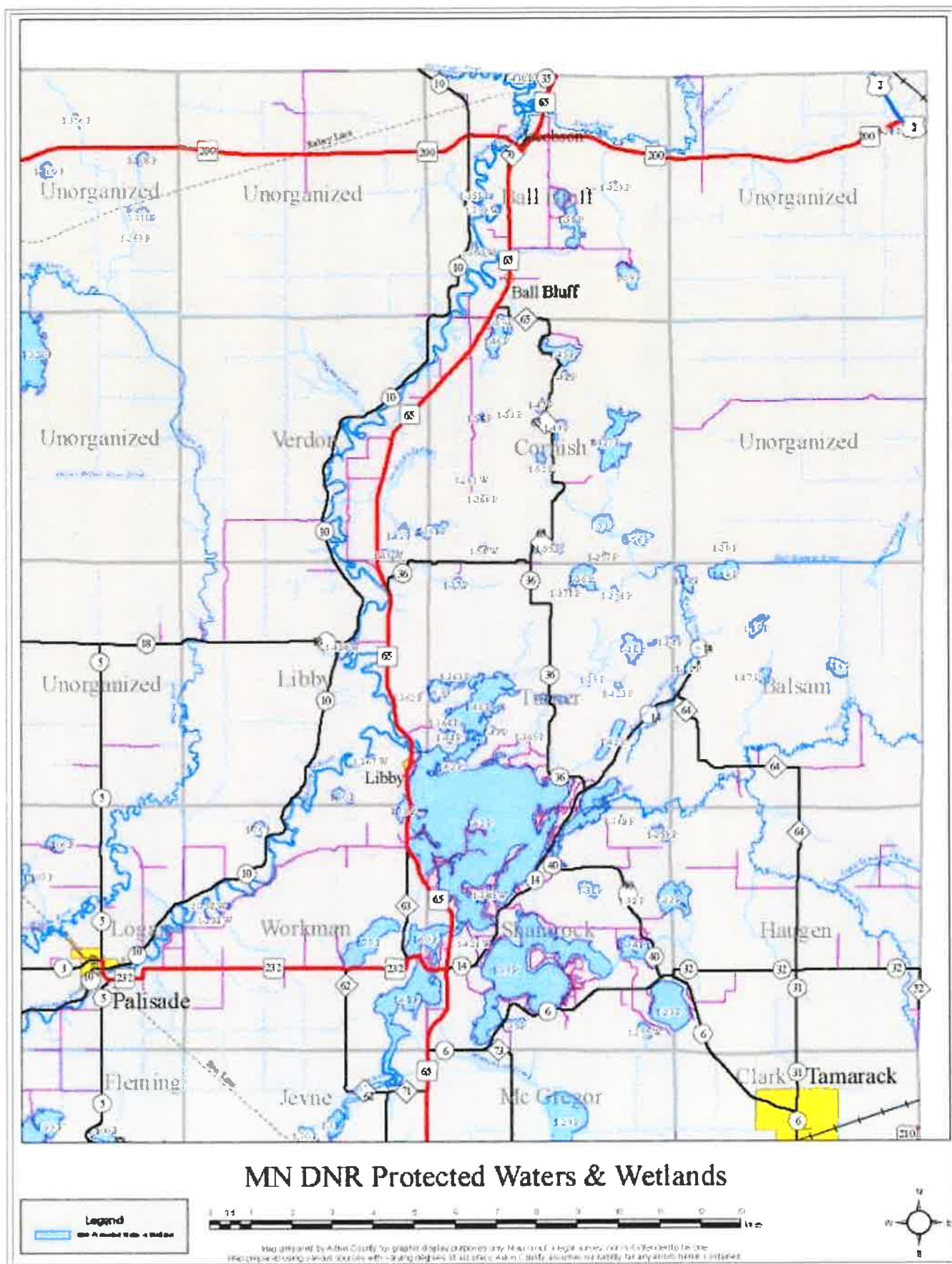
<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-9 : Douglas Lake	23,24	48	22
1-10 : Nelson Lake	23,26	48	22
1-11 : Cranberry Lake	24	48	22
1-12 : Unnamed	13,24	48	22
1-13 : Kelly Lake	7,28	48	22
1-54 : Unnamed	32	51	23
1-75 : Ude Lake	32,33	48	24
1-81 : Oxbow Lake	35,36	51	24
1-88 : 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

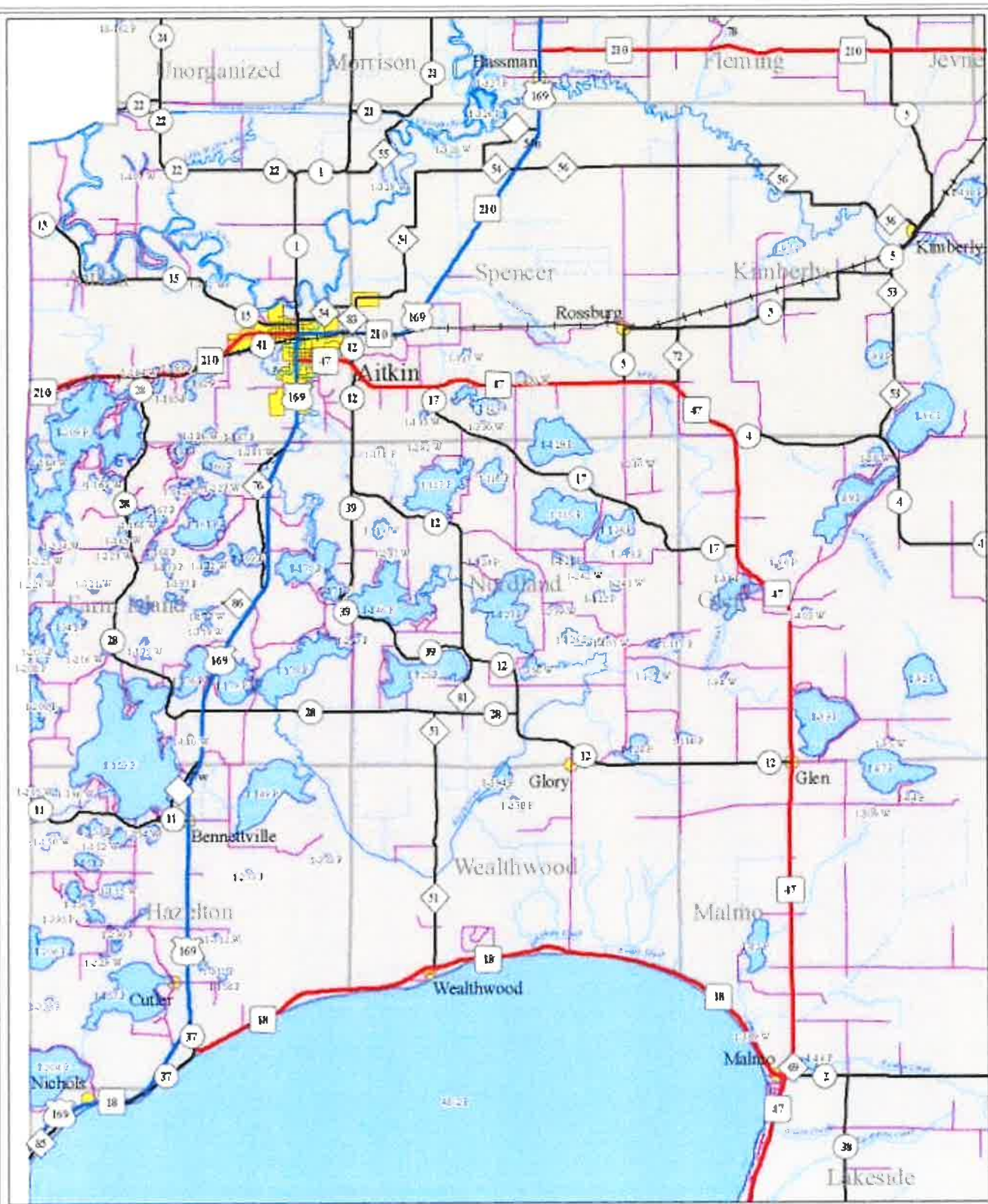
<u>Number and Name</u>	<u>Section</u>	<u>Township</u>	<u>Range</u>
1-225: Unnamed	18	46	27
1-226: Brennen Lake	18	46	27
1-227: Unnamed	3	46	27
1-229: Unnamed	20	45	27
1-237: Little Ripple Lake	7,18	46	26
1-239: Unnamed	22	46	26
1-240: Haveri Lake	1	46	26
1-241: Unnamed	14	46	26
1-242: Unnamed	14	46	26
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.



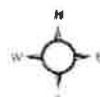


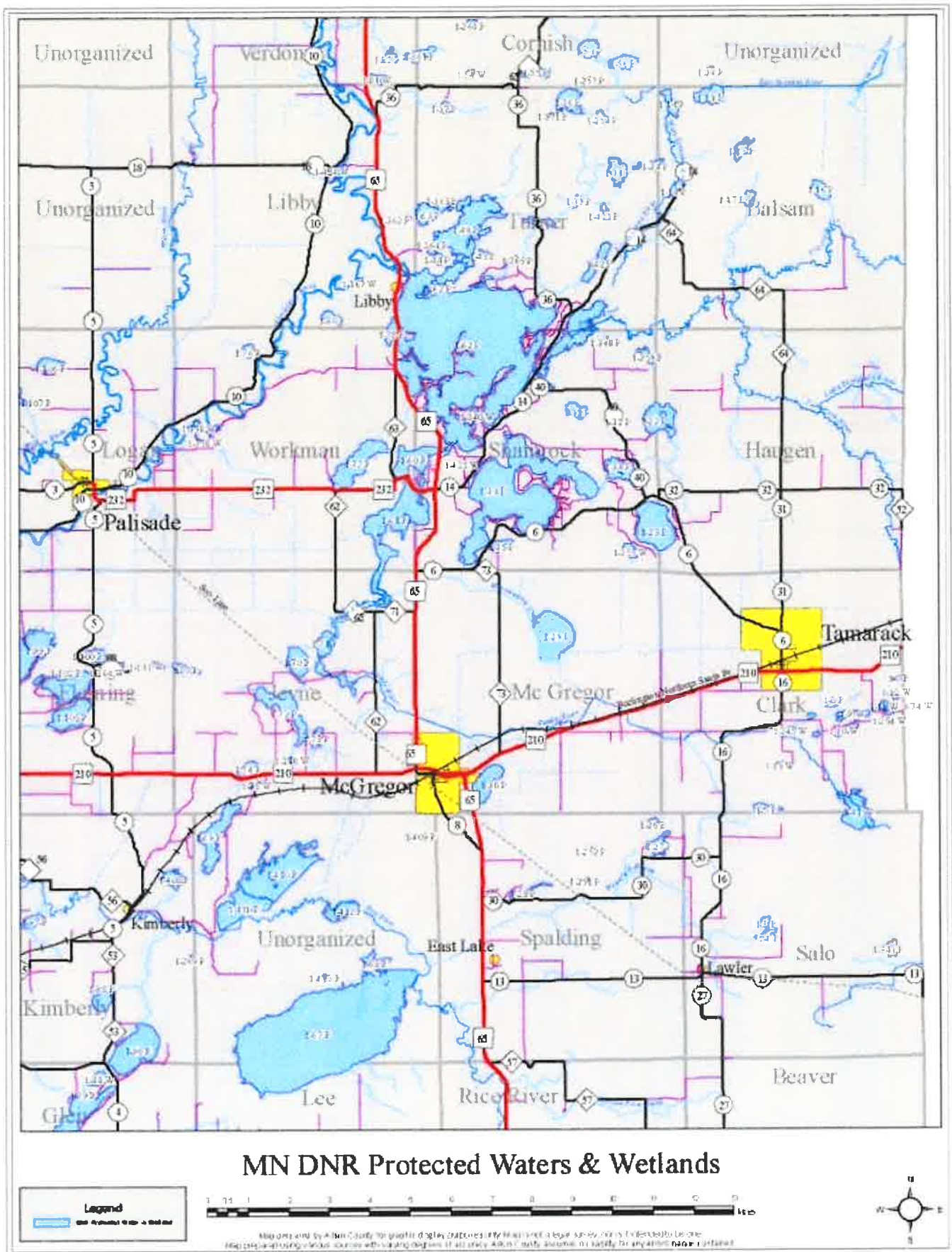


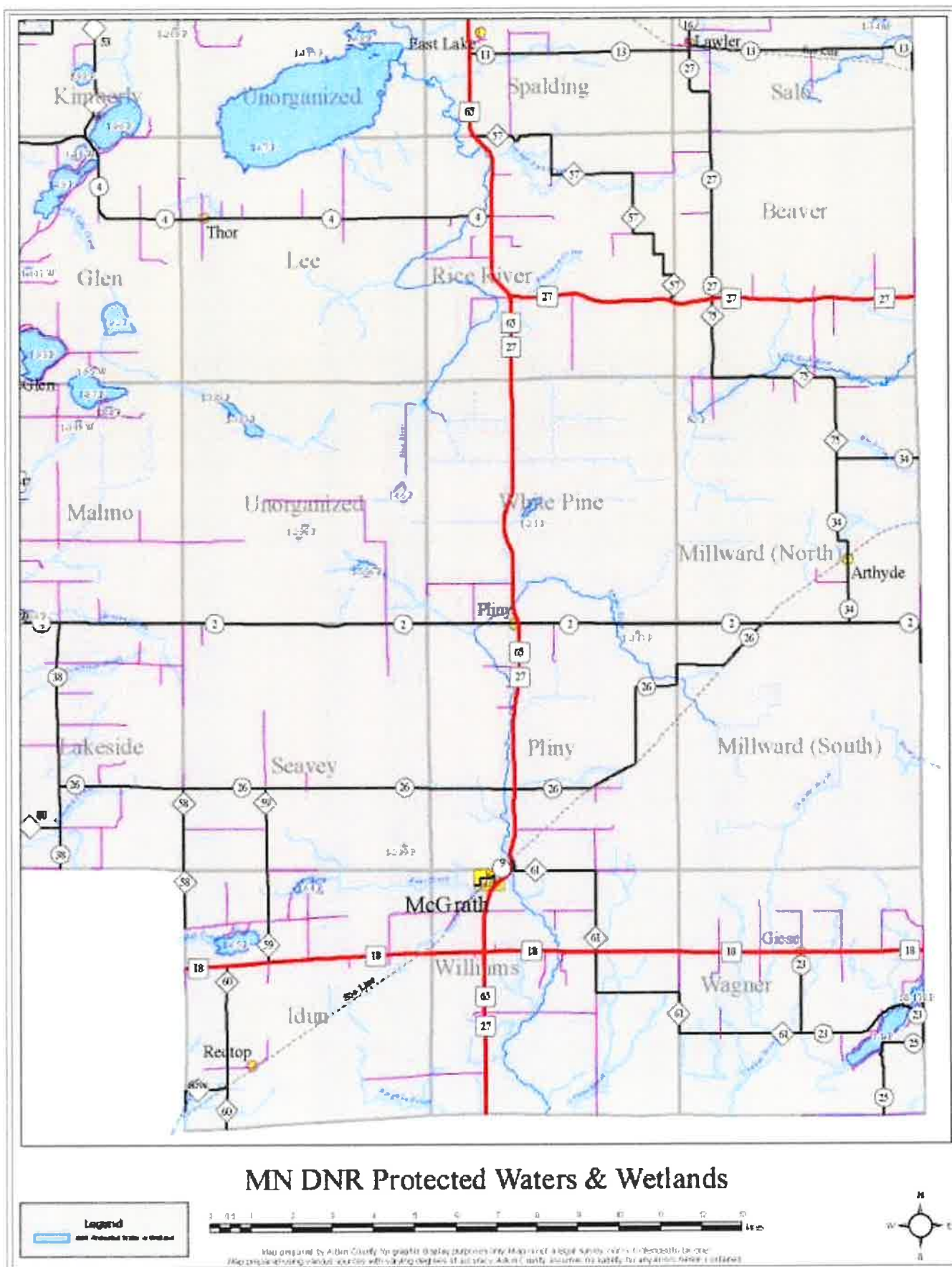
MN DNR Protected Waters & Wetlands

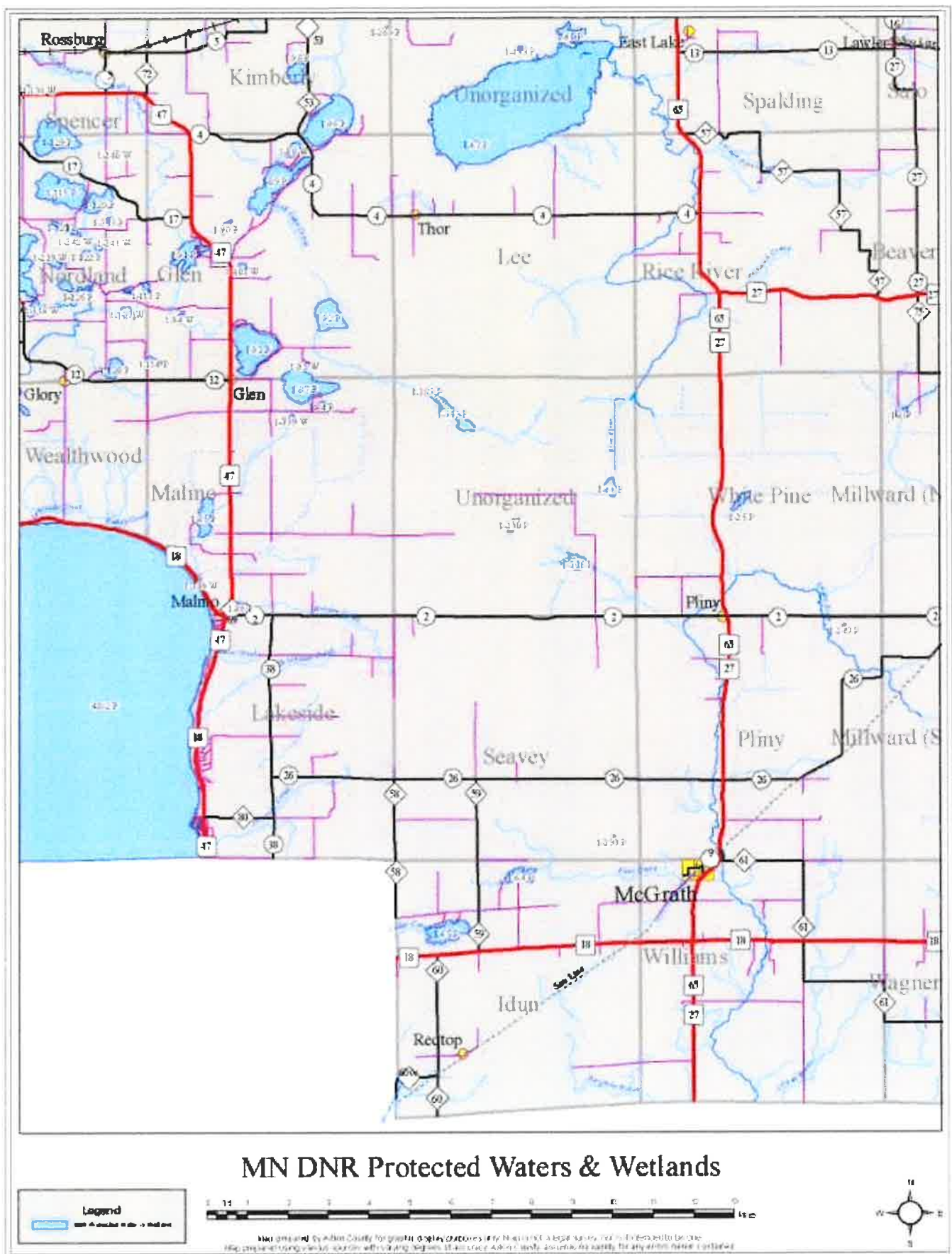


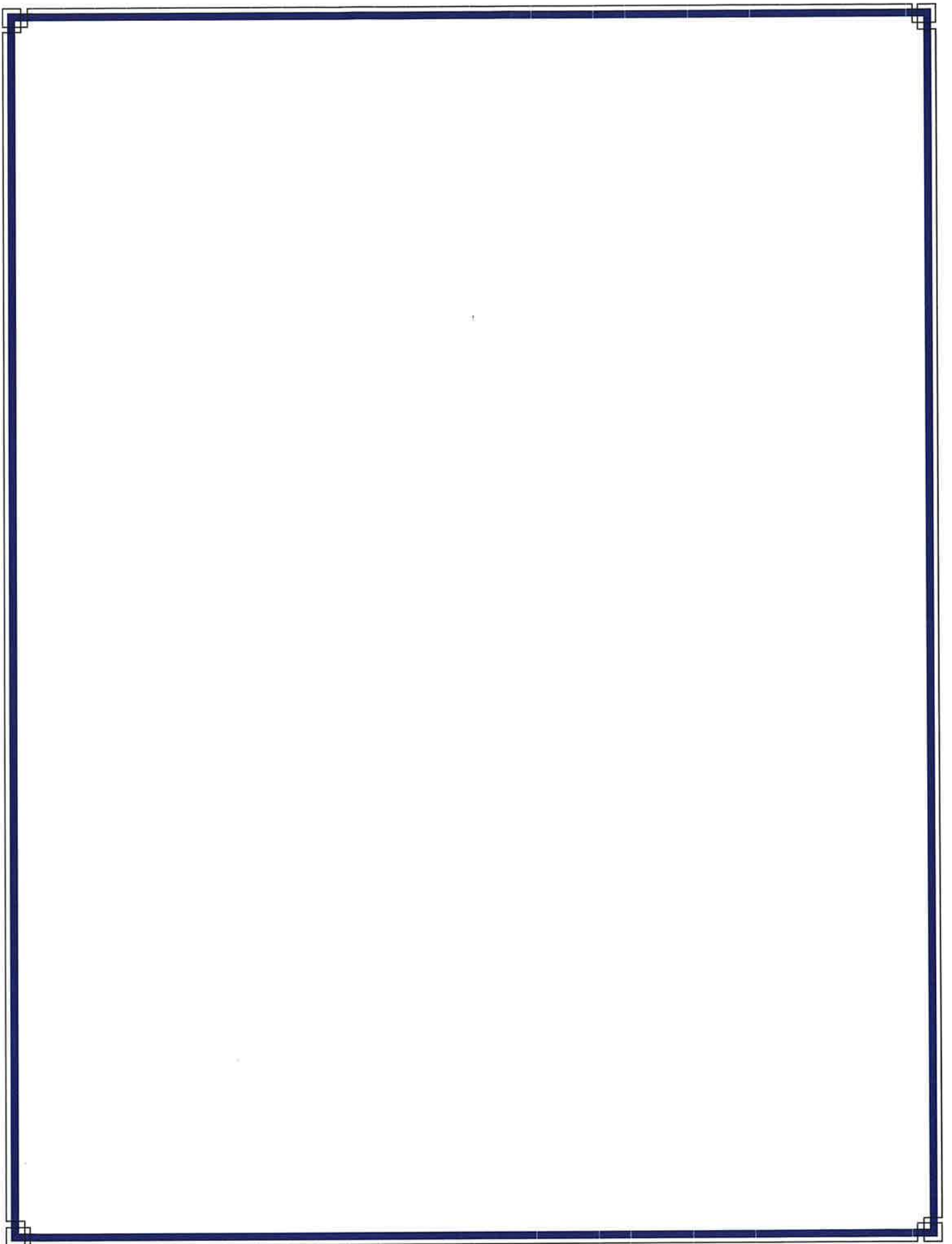
Map prepared by Aitkin County for public display purposes only. Map is not a legal survey, nor is it intended to be one. Map prepared using various sources with varying degrees of accuracy. Aitkin County assumes no liability for any errors herein contained.











AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA) ss
COUNTY OF Aitkin

I do solemnly swear that the notice, as per the proof, was published in the edition of the

Aitkin Independent Age

with the known office of issue being located in the county of:

Aitkin

with additional circulation in the counties of:
Aitkin

and has full knowledge of the facts stated below:

(A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.

(B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 06/18/2025 and the last insertion being on 06/18/2025.

MORTGAGE FORECLOSURE NOTICES

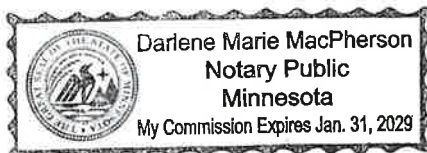
Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises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

By: 

Designated Agent

Subscribed and sworn to or affirmed before me on 06/18/2025


Notary Public



Rate Information:

(1) Lowest classified rate paid by commercial users for comparable space:
\$999.99 per column inch

Ad ID 1476302

AITKIN COUNTY SEEKS PUBLIC COMMENT ON SHORELAND MANAGEMENT ORDINANCE REVISIONS

The Aitkin County Environmental Services / Planning & Zoning Department is requesting public comment on proposed revisions to the Shoreland Management Ordinance. The proposed revisions are administrative, organizational, with a minor change to regulations. The new ordinance revisions contain hyperlinks throughout, improving ordinance readability and comprehension. Supporting information can be viewed on the County website at: www.co.aitkin.mn.us/departments/env/. Written comments on the proposed changes will be accepted until July 18, 2025, and may be submitted to the Aitkin County Environmental Services / Planning & Zoning Department at aitkinpz@aitkincountymn.gov or mailed to 307 2nd Street NW, Room 219 Aitkin, MN 56431, attn: "Ordinance".

These are the proposed revisions to the Aitkin County Shoreland Management Ordinance:

- Section 2.7 – Additions to and Revision of Definitions
- Section 4.25 – Update of the Classification List for Land Uses
- Section 6.14 subpart C (2) – Building Coverage increase to 18% of total 25% Impervious Surface
- Section 7.22 – Vegetation Alterations Administrative Change
- Section 7.52 subpart A – Building Coverage increase to 18% of total 25% Impervious Surface
- Section 9.82 – Open Space/ Common Open Space Administrative Change

The Aitkin County Environmental Services / Planning & Zoning Department is committed to providing excellent customer service while helping landowners make wise choices that protect one of our greatest resources, our lakes and rivers. Citizens are encouraged to contact our department at (218) 927-7342 or at aitkinpz@aitkincountymn.gov to discuss land use activities.

Published in the
Aitkin Independent Age
June 18, 2025
1476302



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: Aitkin County Fair



REGULAR AGENDA



CONSENT AGENDA



INFORMATION ONLY

Action Requested:



Approve/Deny Motion



Adopt Resolution (attach draft)



Direction Requested



Discussion Item



Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Jim Bright

Department:

Maintenance

Presenter (Name and Title):

Jim Bright Facilities Coordinator

Estimated Time Needed:

10 Min

Summary of Issue:

Members of the Aitkin County Fair Board will give an overview of the 2025 Fair activities

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:



Board of County Commissioners Agenda Request

6B

Agenda Item #

Requested Meeting Date: July 8, 2025**Title of Item:** Aitkin County Health & Human Services Office Space Lease Agreement

<input checked="checked" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="checked" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i> <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only	
Submitted by: April Kellerman		Department: Admin.
Presenter (Name and Title): Jim Bright, Facilities Coordinator and Sarah Pratt, HHS Director		Estimated Time Needed: 10 min.
Summary of Issue: <p>Aitkin County Health and Human Services has a lease agreement to accommodate the relocation of Health and Human Services' employees with Robert's Glad VFW Post 1727.</p> <p>Attached is the Office Space Lease Agreement and Resolution that authorizes the County Board Chair and County Auditor to sign the agreement.</p> <p>County Attorney has reviewed the Agreement.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution authorizing Board Chair and County Auditor to sign the Aitkin County Health & Human Services Office Space Lease Agreement with Robert's Glad VFW Post 1727		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED July 8, 2025

By Commissioner: xxx

20230708-xxx

Aitkin County Health and Human Services Office Space Lease Agreement with Robert's Glad VFW Post 1727

WHEREAS, Aitkin County Health and Human Services has a lease agreement to accommodate the relocation of Health and Human Services' employees at the Robert's Glad VFW Post 1727 located at 36558 410th Avenue, Aitkin, MN 56431.

WHEREAS, Aitkin County Health and Human Services will occupy an area of approximately 1965 square feet in the main level of the VFW Hall in Aitkin, MN

THEREFORE, BE IT RESOLVED, that Aitkin County enter into Office Space Lease with the Robert's Glad VFW Post 1727 for a term beginning at 12:01 a.m. on the first day of August, 2025, and ending at midnight on the last day of July, 2026.

BE IT FURTHER RESOLVED, Aitkin County Board authorizes the Board Chair and County Auditor to sign the Office Space Lease Agreement.

Commissioner xxx moved the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, John Welle, County Engineer, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of July 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of July 2025

John Welle
County Engineer

Office Space Lease

THIS LEASE, made and executed this 8th day of July, 2025, by and between Robert's-Glad VFW Post 1727, 36558 410th Avenue, Aitkin, MN 56431, hereinafter called the Lessor, and Aitkin County Health and Human Services, 204 1st Street NW, Aitkin, MN 56431, hereinafter called the Lessee:

WITNESSETH: That in consideration of the payment of rent and the keeping and performance of the terms and conditions herein by Lessee, Lessor does hereby lease and demise unto Lessee, the premises described as:

An area of approximately 1965 square feet in the main level of the VFW Hall in Aitkin, MN, as outlined in red on attached Exhibit A. The Building is located at 36558 410th Avenue, Aitkin, MN 56431.

TO HAVE AND TO HOLD the premises for a term beginning at 12:01 a.m. on the first day of August, 2025, and ending at midnight on the last day of July, 2026.

The Lessee is eligible to move in to the premises before the start date. The Lessee may move in on July 28, 2025 or thereafter. There shall be no pro-rated rent. The Lessee is able to move in early without the requirement to pay rent or any fee.

- 1) Lessee shall pay for said premises to the Lessor or to such other party or parties as may subsequently be designated in writing by said Lessor, a monthly rent of \$2650.00 subject to any adjustments as hereinafter provided for. Monthly rent shall be paid in advance on the first day of each month during the full term of this Lease, beginning on August 1, 2025.

Lessee will be responsible for ninety percent (90%) of the following utilities: electric and propane usage. Lessee will incur one hundred percent (100%) of the financial obligation for internet, phone, trash, and garbage disposal, snow removal (plowing), and grass cutting.

The additional cost, if any, will be added to Lessee's subsequent monthly billings. Lessor will furnish Lessee, upon request, documentation verifying cost of utilities and usage. .

No Security deposit is required as part of this Lease.

- 2) Lessee shall use and occupy the premises for office purposes only and shall not use them in such a manner as to give either governmental authorities, other tenants or Lessor just cause to complain.
- 3) Lessee shall surrender the premises at the termination of this Lease or any extension thereof in as good condition as they were at commencement of this Lease, reasonable wear and tear or unavoidable casualty expected.

Lessee shall not make any alterations or improvements to the premises or install any wall-to-wall carpet without prior written consent of Lessor, and all such wall-to-wall alterations, and improvements, except movable office furniture and equipment, shall remain with the premises at the termination of this Lease and become the property of the Lessor. Liability for cost of replacing or repairing any part of the building or the premises contained therein damaged by Lessee or Lessee's agents or employees shall rest solely with Lessee.

- 4) Lessee shall not encumber or assign this Lease or sublet the premises or any part thereof without prior written consent of Lessor. No action of Lessor in collecting rent from any subtenant, assignee, or occupant shall constitute a waiver thereof.
- 5) Lessee agrees to hold Lessor harmless and to assume full liability for any loss or damage whatsoever to any person or property occurring on or in said premises and arising out of, by reason of, or during Lessee's use, possession, and occupy of the premises, except such loss or damage to persons other than Lessee caused by sole negligence or intentional acts of Lessor or of third person.
- 6) If Lessee shall default in making any payments after reasonable notice or in keeping and performing the terms and conditions of this Lease or shall abandon or fail to use or occupy the premises or shall become bankrupt or insolvent, Lessor may reenter premises immediately and take possession thereof and at its option, terminate this Lease with respect to all future rights of Lessee, and Lessee hereby expressly waives any notice in writing of intention to reenter.
- 7) In case the building or any part thereof is destroyed or partially destroyed by fire or other casualty not arising from the fault or negligence of Lessee or those employed by Lessee, Lessor shall repair the damage within a reasonable period of time, due allowance being made for delays beyond control of Lessor, and rent shall abate proportionately to the extent that the premises are untenable, but in the event the damage shall be so extensive that the building and/or premises cannot be substantially restored within ninety (90) days, either Lessor or Lessee shall have the option to terminate this Lease upon thirty (30) days' written notice to the other from date of damage, whereupon this Lease shall terminate and Lessee shall pay rent up to the date of damage, and thereafter both Lessor and Lessee shall be free and discharged of all further obligations hereunder.
- 8) Lessor or its agent shall have reasonable rights to entry for the performance of any of its obligations hereunder, including right to show premises to a prospective tenant or buyer, but no obligation to repair shall be implied from such right or such entry.
- 9) Each of the parties hereto agrees, at least sixty (60) days before the expiration of this Lease, to give the other party notice in writing of intention to renew or to extend this Lease.

10) All notices, demands, and communications under the terms and conditions of this Lease shall be given in writing and sent by registered mail to Robert's-Glad VFW Post 1727, 36558 410th Avenue, Aitkin, MN 56431 on behalf of Lessor; and to Sarah Pratt or her designee, 204 1st Street NW, Aitkin, MN 56431.

11) The Lessor shall be responsible for any maintenance and repair to the building, surrounding property, and any such equipment as is part of the building.

All cleaning of the premises occupied by the Lessee shall be completed by the Lessee.

12) The Lessor shall be responsible for, and shall pay as they become due, all taxes and assessments upon said premises.

13) Lessee agrees to abide by all rules and regulations covering the restricted use of areas not covered by the terms of this Lease and any regulations covering the health and safety of all tenants or visitors within the buildings, as may be established by Lessor.

14) Lessee shall not display any signs, advertisements, or notices in or on any part of the building without prior written consent of Lessor.

15) Additional Terms and Conditions

a. Lessor shall grant Lessee limited access to the Bar Room area and Commanders Office. This limited access shall be limited to two (2) identified individuals by the Lessee for access to circuit breakers panels.

b. Lessor shall be responsible for the installation of two (2) new LT ceiling propane heaters prior to occupancy by the Lessee. The Lessor shall be responsible to install two (2) lockable hasps with padlocks on the bifold passage and to install three (3) new lock sets in doors to VFW Hall.

c. The Lessor shall ensure security camera in Dining Room has been disabled and wiring disconnected prior to occupancy of Lessee.

d. The Lessor shall be responsible for removing all furniture from Dining Room prior to occupancy.

e. The Lessor shall be responsible for having Paul Bunyan Communications bring fiber optic internet to exterior of the building prior to occupancy by the Lessee.

- f. The Lessor will conduct meetings in the Bar Room only once a month. The meetings will be on the third Monday of the month between 6:30 p.m. and 10:00 p.m.
 - g. No pets or animals are allowed on the property except as permitted pursuant to Aitkin County's Policy.
- 16) If any terms or condition of this Lease is illegal, invalid, or unenforceable under present or future laws effective during the term of this Lease, it is the intention of both Lessor and Lessee that the remainder of this Lease shall not be affected thereby and that in lieu of each such term or condition, there be added as part of this Lease a term or condition as similar as may be possible and be legal, valid, and enforceable.
- 17) A waiver of any term or condition of this Lease by Lessor shall not be deemed to imply or constitute a further waiver of such breach or a waiver of any other term or condition contained herein.
- 18) All terms and conditions of this Lease shall completely bind and inure to the benefit of the heirs, legal representatives, successors, and assigns of both Lessor and Lessee.
- 19) This Lease may be terminated by either Lessor or Lessee, with or without cause, upon sixty (60) days' written notice directed to the other party pursuant to Paragraph 10 above-written.
- 20) This Lease constitutes the entire agreement and understanding between the Parties with regard to the subject herein described. It includes any attachments and addenda, and supersedes all prior negotiations, understandings, and agreements between the Parties. Both Lessor and Lessee hereby acknowledge and agree to be bound by the terms and conditions set forth.

IN WITNESS WHEREOF, the Parties have executed this Lease as of the date first above-written. Each Party warrants that they have the legal authority to enter into this Lease and have done so voluntarily.

LESSORS:

BY: _____

BY: _____

LESSEE:

_____ AITKIN _____ COUNTY

BY: _____

Chairperson, County

BY: _____

County Auditor

Approved as to Form and Execution this

_____ Day of _____, 20____.

County Attorney



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: July 8, 2025

Title of Item: County/Administration related Updates

- ☒ REGULAR AGENDA
☐ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☐ Approve/Deny Motion
☐ Adopt Resolution (attach draft)

- ☐ Direction Requested
☒ Discussion Item
☐ Hold Public Hearing*
**provide copy of hearing notice that was published*

Submitted by:
Mark Jeffers

Department:
Administration

Presenter (Name and Title):
Mark Jeffers, Economic Development Coordinator

Estimated Time Needed:
5 minutes

Summary of Issue:

County/Administration related updates presented to the Board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Discussion only.

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 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
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