MEETING MINUTES
POPE COUNTY PLANNING ADVISORY COMMISSION
Thursday, June 26, 2025

The Planning Advisory Commission convened in regular session on Thursday, June 26, 2025 at the Pope County Courthouse, 3rd floor Meeting Room.

Members Present: Roger Isdahl, John Messenger, Kathy Christiansen, Russell Barkeim, Ted Kannegiesser and Paul Gerde (County Commissioner)

Other Officials Present: David Green (Land & Resource Management, Director), Ralph Hanson (Land Use Specialist ll) and Paul Wildman (County Commissioner alt).

Call to Order

The meeting was called to order by Chairman Messenger at 7:35 p.m.

Additions and Corrections to the Agenda

There were no additions or corrections to the agenda. A motion to accept the agenda as prepared was made by Commissioner Gerde and seconded by Planning Commissioner Isdahl. Motion carried unanimously.

Review minutes of May 22, 2025 Regular Meeting of the PAC

The minutes of the Planning Advisory Commission meeting that was held on May 22, 2025 were submitted for approval. Motion to accept the minutes as written was made by Commissioner Gerde and seconded by Planning Commissioner Kannegiesser. Motion carried unanimously.

Tabled/Old Business

None.

New Business

Interim Use Permit #IUP-25-005, Michael Kulsrud PID# 03-0003-207

The applicants are seeking to be able to have one (1) Recreational Vehicles (RVs) onsite on his Lake Reno riparian lot for an extended period of time in excess of 120 days. The RV is not purported to be used as temporary living quarters but rather for intermittent recreational use by the owners and family members.

Director Green presented the staff report and comments that *staff recommends approval of the application with conditions as provided.*

Applicant Michael Kulsrud were present and given an opportunity to provide additional information. Kulsrud explains his intended use for the RV as being just for weekend and extended stays when visiting his lake lot. He stated that they take good care of the property and

that they have already secured an address as well as having installed an onsite septic system. They do not intend to build a residential structure in the near future. When asked by Planning Commissioner Messenger, about a concrete parking pad, he responded that he wasn't planning concrete but would like to put some class 5 gravel down under the area where the RV will be parked.

At 7:39 pm, Chairman Messenger opened the hearing for public comments. However, there was no public in attendance to comment either for or against the proposal at this time. Chairman Messenger closed the public hearing.

The Planning Advisory Commission site team offered positive comments as to the suitability of the lot to locate an RV upon.

Hearing no further discussion, Chairman Messenger called for a motion.

Motion:

Planning Commissioner Isdahl made motion to recommend approval of the Interim Use Permit provided that the conditions as identified in the staff report and as amended, submission of a floodplain application, are complied with. Conditions as follows:

1. The Interim Use Permit being in effect for a period of 3 years. At that time, the site is to be re-evaluated by the Land & Resource Management department for compliance with use, septic, setbacks and other defined performance standards. If compliant, the Director or Zoning Administrator may continue the permit for an additional 3-year period.
2. The RV designated for extended stay/use, (**limited to one**) is to be located in a manner to reduce visibility as viewed from the public waters and adjacent shorelands by taking into account vegetation and topography. **Any** additional RVs are subject to the time limitation of seventy-two (72) hours as prescribed in Section 10.15.B.5
3. Wastewater from the RV is not to be discharged to ground surface. It is to be treated by the onsite Type II septic system (SEW-25-021), or hauled off site to a recognized dumping station or treatment facility.
4. No part of this parcel or development is to be advertised to the public as a for fee campground or for any type of vacation rental offering.
5. As this application is being considered based upon standards and procedures as established by the Pope County Land Use Controls Ordinance, the effect of this Interim Use Permit is specific to those standards. The applicant is encouraged to familiarize themselves with any Township standards that may be applicable including setback provisions, special use permits and building permit requirements.
6. Failure to meet any of the conditions listed above may result in revocation of this permit following procedures established by and listed in the Pope County Land Use Controls Ordinance.

This motion was seconded by Planning Commissioner Christiansen. Motion carried with unanimous support. Findings as follows:

1. **The project is in compliance with the setback and other provisions of this ordinance unless a variance has been granted:**

   Finding: The proposed use involving the locating of an RV on a shoreland designated parcel will be in compliance with the setback requirements and other provisions of the Pope County Land Use Controls Ordinance for such use. In addition, mitigation measures and additional standards are proposed to be included as conditions of the granting of this Interim Use Permit that will address visual impact.

2. **The use is not in conflict with the County Comprehensive Land Use Plan:**

   Finding: The current Comprehensive Plan includes goals that state a recognition of diverse and existing land uses throughout the county. It is noted that not all uses are compatible and that there should be consideration as to separation, siting, development requirements and operating standards. Based on the proposed land use including distance from sensitive environmental features, roadway and neighboring properties, the proposed use is not in conflict with the County Comprehensive Plan.

3. **That the use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, not substantially diminish or impair neighborhood property values in the area and will not interfere with the best interest of the surrounding area or the community as a whole:**

   Finding: The use of shoreland recreational property to locate an RV upon is permissible based on the Pope County Land Use Controls Ordinance. There are many examples of RVs being used on recreational properties. The use will not likely diminish or impair the use and enjoyment of neighboring properties or interfere with the surrounding community as a whole.

4. **The use will not create an excessive burden on parks, schools, streets, water supply, public drainage systems and other public facilities and utilities which serve or are proposed to serve in the area:**

   Finding: This land use is not expected to have any negative impacts on public infrastructure.

5. **The structure and sites shall have an appearance that will not have an adverse effect on adjacent properties:**

   Finding: The owners have improved the site and it is expected to remain neat and orderly in appearance.

6. **The road on which the project is proposed is adequate to handle increased traffic during operation, and that the use will not cause traffic hazards or congestion:**

   Finding: The existence of the RV on the riparian parcel is not likely to have any impact relating to traffic or use of the roadway system.

7. **Existing businesses nearby will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare, odor, or general unsightliness:**

   Finding: There are no known nearby nonagricultural businesses. So, the existence of the RV on the riparian parcel will not have any impact on nearby businesses.

8. **That the establishment of the use will not impede the normal and orderly development and improvement of surrounding vacant property uses predominant to the area:**

   Finding: The adjacent properties are platted with intent for shoreland recreational development. A few of the nearby properties have residential structures. To the north, the land is open space and used for agricultural purposes. So, the proposed use to locate an RV on the riparian parcel will not conflict with existing uses or impede orderly development of adjacent properties.

9. **That adequate utilities, drainage and other necessary facilities have been or are being provided:**

   Finding: Any necessary utilities, drainage, septic systems or other facilities will be addressed prior to and as a condition of issuance of any land use permit.

10. **That adequate measures have been or will be taken to prevent or control rodents, insects, offensive odors, fumes, dust, noise, and vibration in order that none of these will constitute a nuisance, and that adequate measures have been or will be taken to prevent negative impacts on surface water, groundwater, and air quality, and that measures have been taken to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result:**

    Finding: The site is expected to remain neat and orderly in appearance. As such, the site should not have a negative impact on neighboring properties with noise, dust, appearance, and other nuisances or impacts.

Public Hearing: Solid Waste Ordinance:

Director Green provides a brief summary of the drafting of the solid waste ordinance and its relevance to the Pope Douglas Soild Waste Management facility located in Alexandria. Green also stated that there have been several opportunities for public input but has yet to receive any comments. Green acknowledged that the Pope County version should be substantially similar to the Douglas County version of the ordinance but was fairly sure that Douglas County was not as far along as Pope County in this exercise. Green stated that he would reach out to his counterpart in Douglas County to discuss the text of the draft ordinance. Commissioner Gerde explained the importance of the ordinance and the organic recycling provisions. He stated that unless organic recycling is mandated that there would be enough voluntary buy in. Kannegiesser questioned enforcement of the ordinance standards. There was conversation relating to hauler routes and where the waste was being transported to. Planning Commissioner Isdahl questioned where the composting site was. Commissioner Gerde responded that there was a composting facility in Hoffman.

Adjournment

Motion by Planning Commissioner Barkeim to adjourn the Planning Advisory Commission meeting with a second by Commissioner Gerde. Motion carried unanimously. Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Ralph Hanson, Land Use Specialist II
Pope County Land & Resource Management

David Green,
Director, Pope County Land & Resource Management