



PLANNING COMMISSION/BOARD OF ADJUSTMENT

Tuesday, September 08, 2026 at 6:30 PM

City Hall 8319 Co. Rd. 11 Breezy Point, MN 56472

(218) 562-4441 | Office Hours 8:00 a.m. - 4:00 p.m. | cityadmin@cityofbreezypointmn.us

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **OPEN FORUM**
5. **APPROVAL OF MINUTES**

[A.](#) August 12th, 2026 Planning Commission / Board of Adjustment Meeting Minutes.

6. **PUBLIC HEARING** - Conditional Use Application C-26-008 C&J O'Donnell Preserve Inc (Jeffrey O'Donnell). Parcel 10030645. Requesting to construct an Area Identification Sign. Zone: Estate Lots Residential (EL-R)

- 1 - Open Public Hearing
- 2 - Applicant Presentation
- 3 - Staff Review
- 4 - Public Input
- 5 - Close Public Hearing

OFFICIAL ACTION CUP-26-008

[A.](#) CUP Application C-26-008

7. **PUBLIC HEARING** - Variance Application V-26-003 Chuck Long 8679 Wren Drive Breezy Point MN 56472. Parcel 10161627. Requesting Variance to construct a 24'x28' detached garage 18.9ft from City ROW. Impervious Coverage 29.7% Zone Original Neighborhood (R-3).

- 1 - Open Public Hearing
- 2 - Applicant Presentation
- 3 - Staff Review
- 4 - Public Input

5 - Close Public Hearing

OFFICIAL ACTION Variance-26-003

PUBLIC HEARING - Conditional Use Application C-26-007 Chuck Long 8679 Wren Drive Breezy Point MN 56472. Parcel 10161627. Requesting Conditional Use for guest quarters in an accessory structure. Impervious Coverage 29.7% Zone Original Neighborhood (R-3).

1 - Open Public Hearing

2 - Applicant Presentation

3 - Staff Review

4 - Public Input

5 - Close Public Hearing

OFFICIAL ACTION CUP-26-007

[A.](#) Variance Application V-26-003

[B.](#) CUP Application C-26-007

8. STAFF REPORTS

9. COMMISSIONER REPORTS

10. ADJOURN

**Breezy Point
Planning Commission / Board of Adjustment
Meeting Minutes
August 12, 2026, 6:30 PM**

The Planning Commission Board of Adjustment meeting was called to order on Wednesday, August 12, 2026, at 6:30PM by Chairperson Marcy Weaver.

Planning Commissioners Marcy Weaver, Joe Ayers, Lee Brisbin, and Roger Theis were Present. Teddy Zierden was noted as absent. Staff present included Planning and Zoning Administrator Anthony Moberg, City Administrator Allie Polsfuss, and City Clerk Deb Runksmeier.

Open Forum

No members of the public approached the podium, and the open forum was closed without discussion.

Approval Of Minutes

July 14, 2026 Planning Commission / Board of Adjustment Meeting Minutes

Before the minutes were addressed, staff noted corrections to the agenda: the impervious coverage for item 6 was revised to 32 percent, the right-of-way setback was updated to three different measurements (14.6, 17.7, and 20.7 feet), two parcels (ending in 1860 and 1861) were removed from item 7, and an updated floor plan was distributed for item 6. A motion was made to approve the revised agenda and the July 14, 2026 meeting minutes, with no changes noted.

A motion was made by Commissioner Theis and seconded by Commissioner Brisbin to approve the July 14, 2026 Planning Commission / Board of Adjustment Meeting Minutes. The motion carried unanimously.

Continued Item - Variance Application V-26-002 Gary Grevillius 29473 Shoreview Lane Breezy Point MN 56472. Lots 76, 77, 78 17th Addition to Breezy Point Estates. Construct addition to existing dwelling (legal non-conforming use) 43 ft. from OHW - 7.7

Continued Item

The discussion for the continued item - Variance Application V-26-002 began at 6:33pm.

Applicant Presentation

Representatives Willie Iser and Regina Nelson spoke on behalf of applicants Gary and Janet Grevillius. They clarified that the driveway, sidewalk, and patios would be converted to permeable pavers, which would reduce the impervious coverage from 32.3 percent down to 25 percent — a detail that had been missed in the submitted plan. The right-of-way setback had also been revised to 14.6 feet, approximately double the distance shown in the first plan.

Commissioners questioned the drainage implications of the 3,502 square-foot house and garage footprint, and one commissioner asked whether a rain garden or similar stormwater feature had been considered. The applicants confirmed that all downspouts would be directed toward the yard and away from the street and lake, and they expressed willingness to incorporate a rain garden if the city required it. It was also noted that the existing lilac hedge would be continued along the property frontage with larger-sized plants to address snow drifting concerns raised by a neighbor at the previous meeting.

Discussion turned to the revised floor plan, where commissioners sought clarification on the number and location of bathrooms. The applicants explained there would be two bathrooms on the main floor and one upstairs, with one of the main-floor bathrooms being fully handicap accessible. The stairway was also relocated and redesigned with a landing and code-compliant riser-and-tread dimensions to accommodate the new layout. The applicants acknowledged that moving the stairway required reconfiguring the kitchen as well, but noted that the redesign, while not ideal, allowed the homeowners to have a functional and accessible living space.

Staff Review

Staff presented the application details, noting the property is located at 29473 Shoreview Lane on the east shore of Pelican Lake, consisting of three platted lots in a triangular configuration and zoned R-2 Medium Density. The existing dwelling was noted as a legal nonconforming structure located less than 50 feet from the OHW. A variance to construct the original house, garage, and deck had been approved in 1987, while a 2004 variance for a 984 square-foot addition at 22 feet from the OHW was denied.

Staff outlined the proposed setbacks — 10 feet from the side yards, 43 feet from the OHW, and right-of-way setbacks of 20.7, 14.6, and 17.7 feet — and reviewed the applicable variance criteria under Minnesota Statute 462.357 and city code section 153.120. Staff identified the practical difficulty as the need for a handicap accessible bedroom and bathroom on the main floor, and noted that the triangular lot configuration limited the available building area. Staff also flagged that increased impervious surface may cause increased stormwater runoff unless appropriately mitigated.

If approved, staff recommended the following conditions: obtaining building permits in conformance with the Minnesota State Building Code; submitting an approved stormwater management plan prior to any building permit issuance; reducing impervious coverage to 25 percent through removal or conversion of surfaces with revised calculations submitted upon project completion; consolidating the three lots into a single lot prior to permit issuance; and installing a vegetation screening buffer along the Shoreview Lane frontage.

Final Discussion

Commissioners discussed the application, with one commissioner noting initial inclination to deny the variance but expressing that the revised impervious coverage and updated setbacks addressed prior concerns. Another commissioner acknowledged the house size remained substantial but was within variance parameters. After deliberation, a motion was made to approve the variance with conditions, including specifying that the vegetation screening buffer must be at least four feet tall at installation.

A motion was made by Commissioner Brisbin and seconded by Commissioner Ayers to approve Variance Application V-26-002, with the following conditions: (a) building permits obtained and construction to conform to the Minnesota State Building Code; (b)

an approved stormwater management plan submitted to the city prior to issuance of any building permits; (c) impervious surface coverage reduced to 25 percent through removal or conversion of impervious surfaces, with revised calculations submitted upon project completion; (d) the three existing lots consolidated into a single lot with required documents submitted prior to building permit issuance; and (e) a vegetation screening buffer of at least four feet in height installed and maintained along the Shoreview Lane property frontage. The motion carried unanimously.

Redevelopment Plan Review - Brainerd HRA - Second Modification to Redevelopment Plan. Requesting to add 7 tax-forfeit parcels into the Redevelopment Plan (Parcels 10161782, 10161781, 10161644, 10161645, 10161859, 10161860, 10161861)

Staff Review

Staff reported that the Crow Wing County Housing and Redevelopment Authority (HRA) had submitted a Second Modification to Redevelopment Project No. 1 for planning commission review. The original redevelopment plan was approved in 2016 and subsequently modified in 2025. Staff noted that two parcels — ending in 1860 and 1861 — had been removed, leaving five tax-forfeit parcels for consideration: Lots 71, 72, 245, and 246 of the 15th Addition to Breezy Point Estates, and Lot 92 of the 8th Addition to Breezy Point Estates.

Staff explained that the HRA uses Redevelopment Project No. 1 to acquire tax-forfeit properties from Crow Wing County and facilitate their transfer to private developers for residential development, with the goal of returning underutilized properties to productive use, expanding housing opportunities, and increasing the tax base. Staff confirmed that the city would be made whole on any outstanding assessments through the property transfer process and would retain all zoning authority and permitting requirements. Staff recommended the planning commission to find the Second Modified Redevelopment Plan consistent with the city's general plan for development and forward a recommendation of approval to city council.

One commissioner asked what the process cost the city and whether any back taxes would be lost. Staff confirmed the city would be made whole on assessments, and the HRA representative later elaborated further.

HRA Plan Introduction/Review

Eric Charpentier, Executive Director of the Brainerd HRA, introduced the redevelopment plan. He explained that the subject lots had been tax-forfeit since approximately 2012, had been available over the counter and at county auction for years without attracting buyers, and represented a market failure in that no one was purchasing them at assessed market value plus estimated market value (EMV).

He explained the HRA's process: a developer expresses interest in the lots, the HRA reserves them while a purchase and development agreement is negotiated, and municipalities are consulted to ensure they are comfortable with the plan. If the agreement is not reached, the lots return to the over-the-counter list. He noted the developer involved had successfully built similar single-family homes in Brainerd's Northtown development, in Nisswa, and in Baxter — typically starting at \$450,000 or more.

Commissioners asked whether other developers could purchase the lots. Mr. Charpentier confirmed the lots were available to any buyer — developers or individuals — and that the HRA's involvement was intended to facilitate a structured process. He also noted that under the program, assessments owed to the city would be paid at closing, and developers must comply with all local building codes.

A commissioner asked about recent changes to tax-forfeit property policy following a Minnesota Supreme Court ruling. Mr. Charpentier confirmed that post-2016 forfeitures operate under slightly different rules, but that these pre-2016 lots could still be processed through the HRA's existing program.

A motion was made by Commissioner Ayers and seconded by Commissioner Brisbin to adopt Resolution PC 26-10, recommending that the city council find the Crow Wing County HRA Second Modified Redevelopment Plan consistent with the general plan for development of the City of Breezy Point. The motion carried unanimously.

Staff Reports

Staff provided several updates. A parcel inventory project had been initiated, covering approximately 5,200 parcels within the city, with the goal of evaluating each parcel's zoning status, development potential, and estimated infrastructure costs. Staff noted this project was expected to extend through most of the winter.

Staff also announced that a code revision process would begin as a winter project, drawing from topics discussed at the joint planning commission and city council meeting. A few additional clerical corrections to improve code readability would also be incorporated.

It was reported that the city council had approved a right-of-entry agreement for MN Power to survey four city-owned parcels as part of a potential expansion project. Staff planned to meet with MN Power to review the project before any formal submission was made.

Staff confirmed that the city council had agreed with the planning commission's prior recommendation and denied a petition to rezone, though council members alluded to a potential future review of zoning for that broader area.

Staff also noted that the August 11 primary election saw approximately 560 in-person voters, compared to under 400 during the 2022 midterm primary, and recognized city staff Deb and Janette for their work on the election.

Finally, staff noted that two applications had already been received for the September meeting.

A commissioner asked about VRBO licensing tracking. Staff confirmed they were managing the applications and licenses, noting 45 active licenses with a 46th pending, out of a possible 60 allowed.

Commissioner Reports

No commissioner reports were offered.

Adjourn

The meeting was adjourned at 7:21 PM.

Submitted By, Anthony Monberg
Planning & Zoning Administrator

DRAFT



PLANNING COMMISSION / BOARD OF ADJUSTMENT MEETING

AGENDA ITEM

Section 6, ItemA.

Prepared By: <i>Anthony Moberg, Planning and Zoning Administrator</i>	Meeting Date: <i>9/8/2026</i>	Item Name: <i>Conditional Use Permit C-26-008 O'Donnell - 10030645</i>
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Application:

Conditional Use Permit Application: C-26-008

Applicant: C & J O'Donnell, Preserve Inc

Property ID: 10030645

Legal Desc: SW1/4 OF SE1/4 OF SECTION 3, TOWNSHIP 136, RANGE 28, Crow Wing County, Minnesota, EX.
PART PLATTED AS ROAD TO O'DONNELLS ADDITION.

Zoning: (EL-R) Estate Lots Residential

Applicable Code: Section §153.035, §153.062, §153.119

Request

To construct 6'x4.75' area identification sign, which is a conditional use in Estate Lots Residential districts.

Property

The 37.16 acre parcel, PID 10030645, is located east of Buschmann Rd on County Road 11, north of Cree Bay. Odonnell Drive runs directly through the center of the parcel. This parcel along with three other contiguous parcels make up the C&J O'Donnell Preserve and contains most of Unnamed Wetland 18-597W.

Parcel 10030645 does not currently contain any principal or accessory structures.

CONDITIONAL USE. A use authorized by the zoning ordinance subject to review and approval by the Planning Commission. The Commission must determine whether the use meets the standards contained in §153.119(E).

Conditional Use Review

- Upon review of a Conditional Use Permit application, the Commission should determine whether:
 1. The use is an appropriate Conditional Use within the zoning district.
 2. The use with conditions conforms to the Comprehensive Plan.
 3. The use is compatible with the existing neighborhood.
 4. The use with conditions would not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, appearance, or prosperity of the City.
 5. The findings contained in §153.119(E)(2)(a-h) are satisfied.



PLANNING COMMISSION / BOARD OF ADJUSTMENT MEETING

AGENDA ITEM

Section 6, ItemA.

Findings:

Conditional Use Permit

- The proposed area identification sign is an appropriate Conditional Use within the Estate Lots Residential (EL-R) zoning district.
- The proposed sign is intended to identify the C&J Preserve and is not designed as a commercial advertising sign.
- The proposed use is consistent with the Comprehensive Plan and preserves the rural and Northwoods character of the area.
- The proposed sign is compatible with the surrounding neighborhood and land uses and is not anticipated to create adverse impacts to neighboring properties or substantially diminish property values.
- The proposed sign will not impede the orderly development or improvement of surrounding properties.
- The proposed sign will not create additional requirements for public facilities or services.
- The proposed sign is not anticipated to generate additional traffic, parking demand, or roadway congestion.
- Adequate measures have been taken to locate the sign in a manner that minimizes impacts to adjoining properties.
- The proposal is not anticipated to create nuisance conditions related to noise, odor, dust, vibration, lighting, or signage.
- The proposed sign will not result in the destruction, loss, or damage of significant natural, scenic, or historic features.
- The proposal is not anticipated to create adverse impacts to ground or surface water resources.

STAFF RECOMMENDATION

Staff finds that the proposed area identification sign meets the standards contained in §153.119(E) and may be approved subject to the following recommended conditions and any additional conditions imposed by the Planning Commission.

Recommended Conditions

1. The sign shall be constructed consistent with the submitted rendering.
2. The sign shall comply with applicable setback and zoning requirements.
3. Any future lighting shall be shielded and directed downward.
4. Applicants shall obtain all required permits prior to installation.

Planning Commission / Board of Adjustment Direction

The Board may approve, deny, or modify the Conditional Use Permit C-26-008 under the standards contained in §153.119.

Any motions should clearly identify:

- Findings supporting or opposing the Conditional Use Permit.
- Any conditions of approval.

City of Breezy Point
Notice of Public Hearing
Tuesday, September 8th, 2026 6:30 p.m.
Breezy Point City Hall

Section 6, ItemA.

To Whom It May Concern:

Notice is hereby given the City of Breezy Point Planning Commission / Board of Adjustment will hold a public hearing on September 8, 2026 at 6:30 p.m. or shortly thereafter at Breezy Point City Hall, 8319 County Road 11, to consider the following;

Variance Application V-26-003 Chuck Long 8679 Wren Drive Breezy Point MN 56472. Parcel 10161627. Requesting Variance to construct a 24x28 detached garage 18.9ft from City ROW. Impervious coverage 29.7%. Zone Original Neighborhood (R-3).

Conditional Use Application C-26-007 Chuck Long 8679 Wren Drive Breezy Point MN 56472. Parcel 10161627. Requesting Conditional Use for guest quarters in an accessory structure. Impervious coverage 29.7%. Zone Original Neighborhood (R-3).

Conditional Use Application C-26-008 C & J O'Donnell Preserve Inc (Jeffrey O'Donnell. Parcel 10030645. Requesting Conditional Use to construct an Area Identification Sign. Zone Estate Lot Residential (EL-R).

A notice relative to above listed requests is sent to all property owners located within 350 feet of the applicant's property. Please share this information with your neighbor in the event any property owner has been missed, or our records are not correct.

Public is invited to attend and be heard on these matters.

Anthony Moberg
Planning & Zoning Administrator
City of Breezy Point
218-569-1003
Amoberg@cityofbreezypointmn.us

Echo Journal August 26, 2026



8319 County Road 11
Breezy Point, MN 56472
Phone: (218) 562-4441
Fax: (218) 656-1326
www.cityofbreezypointmn.us

Received by City: 8/26/26
Application Number: C-26-008
Non-refundable Fee Paid: 250⁰⁰
Receipt #: 1.01196

Conditional Use Application

Name of Applicant Jeffrey O'Donnell
Address [REDACTED] Email [REDACTED]
City, State, Zip [REDACTED]
Phone [REDACTED] Alternate Phone [REDACTED]

Physical Address / Location of Property 3209K O'Donnell Drive Breezy Point, MN 56472
C & J O'Donnell Preserve LLC

Legal Description of Property See Attached

Parcel ID Number 10030648, 10030651, 10030650 Zoning District Residential
10030656, 10030648

Applicant is:

- ☐ Legal Owner of Property
☐ Contract Buyer
☐ Option Holder
☐ Agent

Title Holder of Property (if different than applicant):

Name [REDACTED]
Address [REDACTED]
City, State, ZIP [REDACTED]
Phone [REDACTED]

☒ Other Shareholder & Board Member

State the nature of your request in detail. What are you proposing for your property?

Place a sign to welcome people to the C & J Preserve and to honor the legacy of PATTIE and Joe O'Donnell who established the preserve in 1999

Signature of Owner, authorizing application

(By signing, the owner is certifying that he/she has read and understands the instructions accompanying this application.)

Signature of Applicant (if different than owner)

(By signing, the applicant is certifying that he/she has read and understands the instructions accompanying this application.)

By signing above, I acknowledge that I understand that I am responsible for all fees incurred by the City as a result of professional services provided by the City Engineer, City Attorney, and other contracted agencies in reviewing my application.

CONDITIONAL USE: A land use or land development, as defined by the Ordinance, that is allowed, but would not be appropriate without restrictions or conditions as determined by the Planning Commission. The proposed use must meeting the following standards: (a) the use or development is an appropriate conditional use in the land use zone, (b) the use or development with conditions conforms to the comprehensive land use plan, (c) The use with

The following questions must be answered.

1. What changes are you proposing to make to this property?

Building: _____

Landscaping: _____

Parking/Signs: Put a sign at entrance

2. Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why.

None. The sign will be placed near the entrance road where no homes exist. Residents on O'Donnell Drive will drive past the sign on the way to their homes approximately 1/4 mile away.

3. Describe the character of the area and the existing patterns and use of development in the area. How is the proposal consistent with those patterns and uses?

The sign will be placed on the northwest corner of O'Donnell Dr where it intersects with the applicant's private drive. It will be placed off the road in the wooded area.

4. Describe the impact on the capacity of existing or planned community facilities (sewer, drainage, other). Explain if additional facilities will be required.

None

5. Describe the impact on the character of the neighborhood in which the property is located.

It will add a sign welcoming people entering the property to City Preserve

6. Describe the impact to the traffic on roads and highways in the vicinity, and the expected traffic generated by the proposed use. Is there adequate off-street parking available to accommodate the proposal?

None

7. Discuss any environmental limitations of the area that would limit or constrain construction on this property.

There are electrical boxes in the vicinity. We will have the area marked by Gopher State One prior to placement.

8. Please include any other comments pertinent to this request.

A copy of the proposed sign is attached for review

INSTRUCTIONS TO THE APPLICANT

Completed applications, with *all* submittal requirements, must be submitted to the Planning & Zoning Department no fewer than **25 days** prior to the meeting date. In order for your application to be accepted as complete, and to have a public hearing scheduled, the following information **must** be submitted:

- ☒ 1. This application must be completed, including responses to all parts of this application.
- ☒ 2. The required fee must be paid. See fee schedule for details.
- ☒ 3. Legal description of the site.
- ☐ 4. Site plan, drawn to scale, showing parcel and existing structure dimensions, water features, and 10 foot contour lines (smaller contour lines may be required if deemed necessary by the Planning Department, Planning Commission, or City Council).
- ☐ 5. The site plan or should also show the location of all structures and their square footage.
- ☒ 6. Existing and proposed curb cuts, driveways, access roads, turn-arounds, parking including RV, boat and additional vehicle storage, off-street loading, and sidewalks. Size and type of surface should also be included.
- ☒ 7. Proposed landscaping and screening plans: garbage dumpsters, areas preserved in natural state including buffer areas, areas to be developed into lawn (grass), areas to be covered by woodchips or mulch, garden areas, shrubbery, types, size, age, and number of proposed trees and their locations, exterior lighting to be proposed including location and type, any other items deemed appropriate.
- ☐ 8. Square footage of all impervious coverage. Impervious coverage includes the horizontal area of all buildings, decks, roof overhangs, patios, walks, driveways, and any other parking areas and drives constructed of any material.
- ☐ 9. Proposed drainage plan.
- ☐ 10. Proposed and existing sanitary sewer and water supply plans with estimated usages on peak day.
- ☐ 11. Soils data showing capability for building and on-site sewage treatment.
- ☐ 12. Existing iron pipe boundary monuments marked with proof of survey.
- ☒ 13. Approximate location of any proposed signs (if applicable).
- ☒ 14. Color scheme for all existing and proposed structures.
- ☐ 15. Outside storage proposal.
- ☐ 16. Elevation plans for all existing and proposed structures.

Legal Description

Section 6, Item A.

CURRENT TAX CERTIFICATION
() REQUIRED (X) NOT REQUIRED
CERTIFICATE OF REAL ESTATE VALUE
() FILED (X) NOT REQUIRED
NO DELINQUENT TAXES TRANSFER ENTERED
DATE April 17, 2008
Deborah A. Erickson BY [Signature]
CROW WING COUNTY AUDITOR
DATE April 17, 2008 REC# 09406
DEED TAX HEREON OF \$ 1.65
DEBORAH A. ERICKSON, BY [Signature]
CROW WING COUNTY AUDITOR 0802450
TRANSFER # 08024470802448, 0802449
TAX CODE: 100034208AA0009
100034300A00009
100033100B00009
100033400000009

Office of County Recorder
County of Crow Wing, MN }

I hereby certify that the within instrument was filed
in this office for record on the 17 day of April
A.D. 2008 at 11:45 o'clock a M.
and was duly recorded as Doc. No. **0746520**

By [Signature] County Recorder
Deputy

QUIT CLAIM DEED
Individual(s) to Individual(s)

STATE DEED TAX DUE HEREON: \$ 1.65

Date: April 17, 2008

FOR VALUABLE CONSIDERATION, Joseph V. O'Donnell and Catherine A. O'Donnell, or their successors, as trustees of the Joseph V. O'Donnell Living Trust dated December 12, 2007, as amended and Joseph V. O'Donnell and Catherine A. O'Donnell, or their successors, as trustees of the Catherine A. O'Donnell Living Trust dated December 12, 2007, as amended, Grantor(s), hereby convey(s) and quitclaim(s) to, C & J O'Donnell Preserve, Inc., Grantee(s), real property in Crow Wing County, Minnesota, described as follows:

a E ½ SW ¼, SW ¼ SE ¼, and Government Lot 8, Sec. 3, Twp. 136, Rge. 28, except plat of Breezy Point Annex, and except plat of Joseph O'Donnell, and except part of Government Lot 8 and the NE ¼ SW ¼, Sec. 3, Twp. 136, Rge. 28, lying westerly of Joseph O'Donnell Addition and lying northwesterly of a line being the extension southwesterly of the southeasterly line of Lot 3, Block 1, Joseph O'Donnell Addition.

and

Except that part of said Government Lot 8 described as follows:

Commencing at the most Southerly corner of Lot 4, Block One, JOSEPH O'DONNELL ADDITION, thence South 49 degrees 25 minutes 29 seconds East, assuming the Southeasterly line of said Lot 4 bears North 44 degrees 51 minutes 29 seconds East, along the Easterly right of way line of O'Donnell Drive as platted in said Addition 78.34 feet; thence South 28 degrees 00 minutes 29 seconds East along said line 419.04 feet; thence South 00 degrees 34 minutes 59 seconds East along said line 156.66 feet; thence North 62 feet 47 minutes 01 second East 213.43 feet; thence South 88 degrees 20 minutes 43 seconds East 194.70 feet to the Westerly line of BREEZY POINT ANNEX plat; thence North 26 degrees 25 minutes 13 seconds West along said line 108.51 feet; thence North 50 degrees 56 minutes 47 seconds East along said line 335 feet, more or less, to the shoreline of Lake Ossawinnamakee; thence Northwesterly along said shoreline to the intersection with a line bearing North 44 degrees 51 minutes 29 seconds East from the point of beginning; thence South 44 degrees 51 minutes 29 seconds West 289 feet, more or less, to the point of beginning.

Total consideration for this transfer of real property is \$500.00 or less.

(if more space is needed, continue on back)

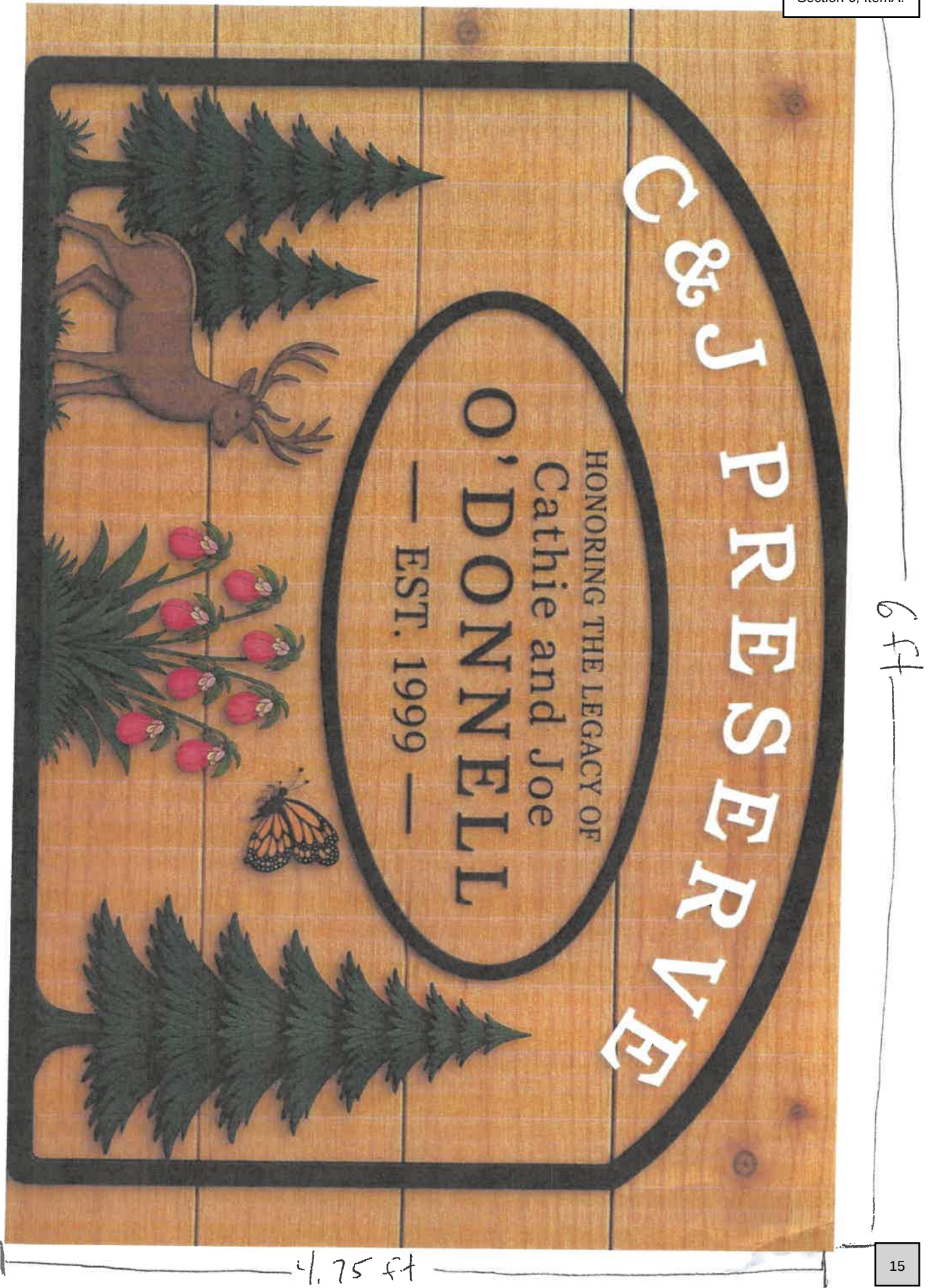
together with all hereditaments and appurtenances belonging thereto.

Affix Deed Tax Stamp Here



By Joseph V. O'Donnell
Joseph V. O'Donnell

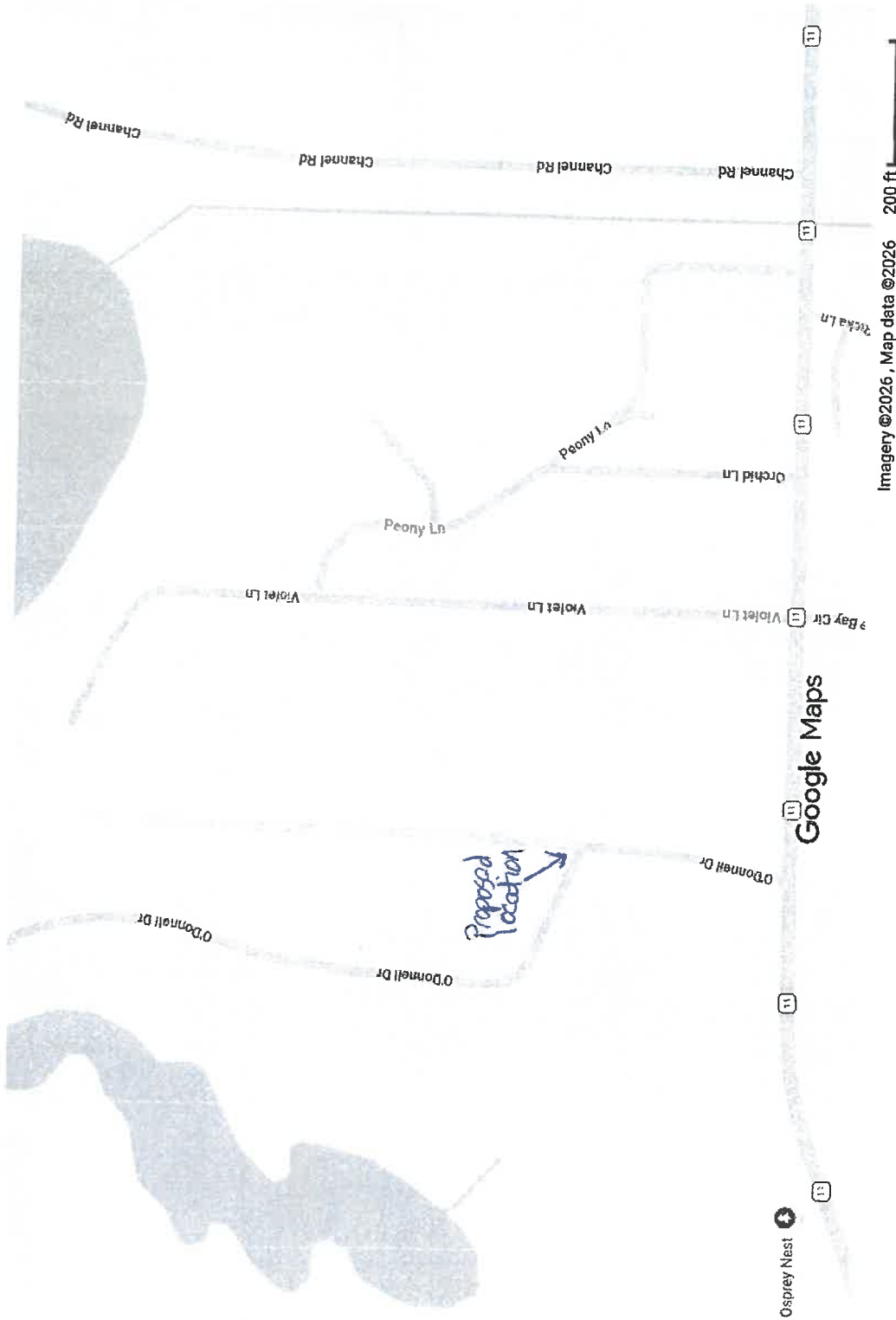
By Catherine A. O'Donnell
Catherine A. O'Donnell

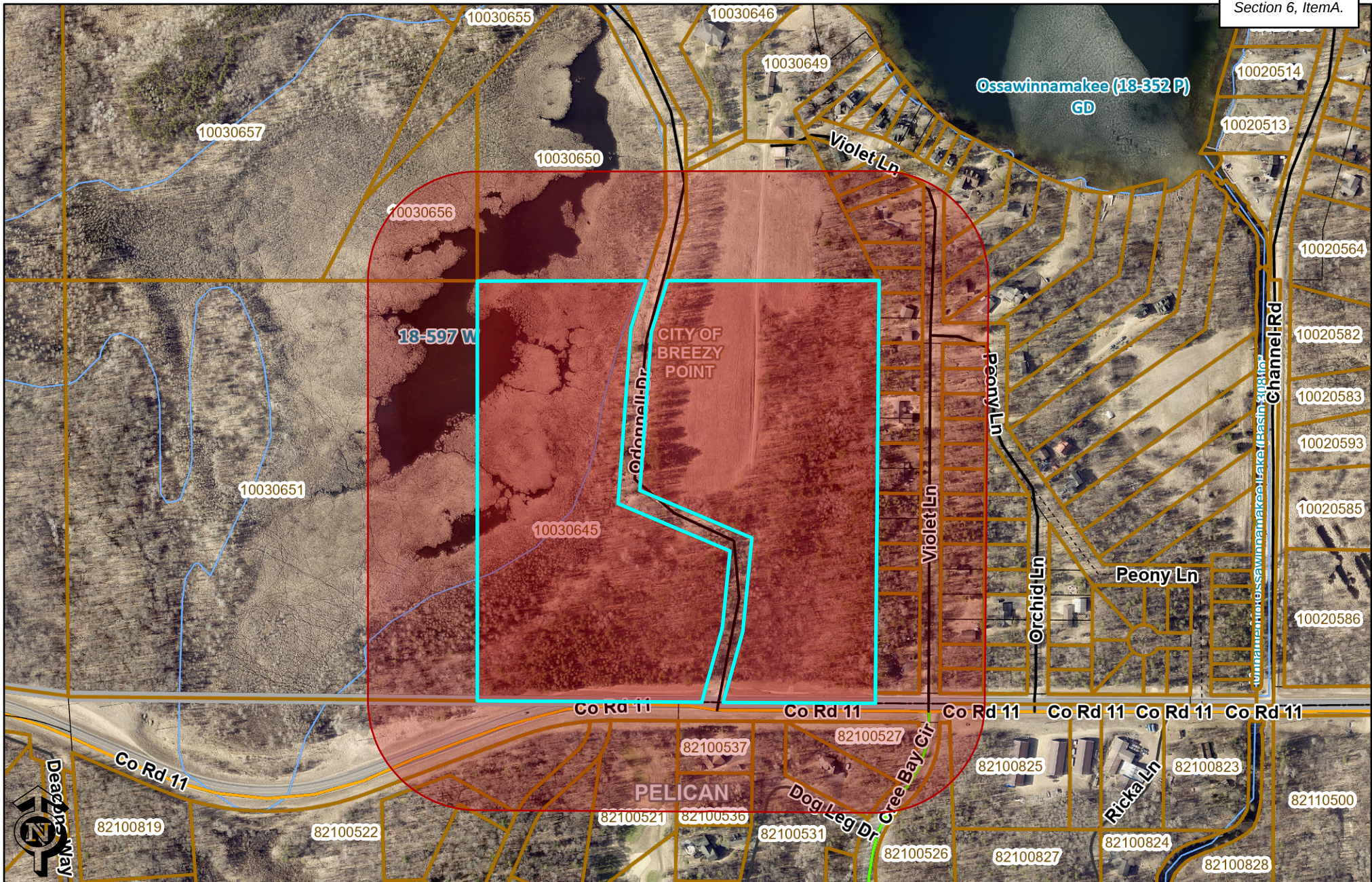


6 ft

4.75 ft







These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

ODonnell Map

Date: 8/21/2026 Time: 9:01 AM









PLANNING COMMISSION / BOARD OF ADJUSTMENT MEETING

AGENDA ITEM

Section 7, ItemA.

Prepared By: <i>Anthony Moberg, Planning and Zoning Administrator</i>	Meeting Date: <i>9/8/2026</i>	Item Name: <i>Variance Application V-26-003 and Conditional Use Permit C-26-007 Long - 8679 Wren Drive</i>
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Application:

Variance Application: V-26-003

Conditional Use Permit Application: C-26-007

Applicant: Chuck Long

Property Address: 8679 Wren Drive Breezy Point MN 56472

Property ID: 10161627

Legal Desc: LOT 270, FIFTEENTH ADDITION TO BREEZY POINT ESTATES

Zoning: (R-3) Original Neighborhoods Residential

Applicable Code: Section §153.033, §153.045, §153.098, §153.119, §153.120

Request

To construct 24'x28' detached garage with living quarters.

The proposed structure would be located approximately 18.9 feet from the Wren Drive right-of-way where a 35-foot setback is required.

The living quarters within the accessory structure require Conditional Use Permit approval.

Property

The property is located at 8679 Wren Drive within the Original Neighborhoods (R-3) zoning district. The parcel totals approximately 8,793 square feet (0.20 acres) and is triangular in shape.

The property currently contains an existing dwelling, driveway, deck area, gazebo, and associated site improvements. Municipal sanitary sewer service is available to the property.

The applicant proposes construction of a detached 24' x 28' garage containing living quarters. The proposed structure would be situated within the southeastern portion of the parcel adjacent to the existing driveway.

The survey identifies the following:

Existing House: 942 square feet

Proposed Garage and Guest Quarters: 672 square feet

Proposed Deck: 224 square feet

Proposed Impervious Coverage: 29.7%

Proposed Performance Standards



PLANNING COMMISSION / BOARD OF ADJUSTMENT MEETING

AGENDA ITEM

Section 7, ItemA.

Right-of-Way: 18.9 feet
Side Yard: 10 feet
Impervious Coverage: 29.7%

R-3 DISTRICT REQUIREMENTS

Right-of-Way Setback: 35 feet
Conditional Use: Guest quarters in an accessory structure

Permit history

- 8/4/1975 – Deviation to construct 8'x12' shed
- 6/6/1991 – 12'x20' addition to existing dwelling
- 8/14/1997 – ATF Permit for a 13'x13' gazebo

VARIANCE. A legally permitted deviation from the requirements of the zoning ordinance as authorized by M.S. §462.357 and §153.120 of the Breezy Point City Code. A variance may only be granted when practical difficulties exist due to unique circumstances of the property, the request is consistent with the spirit and intent of the ordinance, and the variance does not create a land use otherwise prohibited in the zoning district.

Variance Review:

- Variances shall be decided within a reasonable time with considerations for the following:
 1. The strict interpretation of the ordinance would be impractical because of circumstances relating to lot size, shape, topography, or other characteristics of the property not created by the landowner;
 2. The deviation from the ordinance with any attached conditions will still be in keeping with the spirit and intent of the ordinance;
 3. The land use created by the variance is permitted in the zoning district where the property is located;
 4. The variance will not alter the essential character of the locality; and
 5. The variance is not for economic reasons alone, but reasonable use of the property does not exist under the ordinance.

CONDITIONAL USE. A use authorized by the zoning ordinance subject to review and approval by the Planning Commission. The Commission must determine whether the use meets the standards contained in §153.119(E).

Conditional Use Review

- Upon review of a Conditional Use Permit application, the Commission should determine whether:
 1. The use is an appropriate Conditional Use within the zoning district.
 2. The use with conditions conforms to the Comprehensive Plan.
 3. The use is compatible with the existing neighborhood.
 4. The use with conditions would not be injurious to the public health, safety, welfare, decency, or comfort, convenience, appearance, or prosperity of the City.



PLANNING COMMISSION / BOARD OF ADJUSTMENT MEETING

AGENDA ITEM

Section 7, ItemA.

5. The findings contained in §153.119(E)(2)(a-h) are satisfied

Findings:

Variance

- The applicant contends the practical difficulty is the triangular shape of the parcel and the limited buildable area remaining after application of required setbacks.
- The lot is unique in shape and configuration and is not a circumstance created by the current property owner.
- The parcel contains approximately 8,793 square feet with frontage along Wren Drive.
- The proposed garage would be located 18.9 feet from the road right-of-way where 35 feet is required creating a deviation of approximately 16.1 feet.
- Staff finds the triangular shape of the parcel substantially limits the area available for placement of an accessory structure while maintaining all setback requirements.
- The requested variance would not create a land use otherwise prohibited in the R-3 district.

Conditional Use Permit

- The applicant is proposing a detached garage with living quarters.
- Guest quarters are permitted within the R-3 district through the Conditional Use Permit process.
- Municipal sewer service is available to the property.
- The proposal appears compatible with surrounding residential development patterns.
- The proposed use is residential in nature and is not anticipated to generate significant traffic impacts.
- Proposed impervious coverage is 29.7%.
- The exterior color scheme is proposed to match the existing home.
- Adequate off-street parking appears available on the property.
- The Commission should consider whether the proposal is consistent with the character of the surrounding neighborhood and the standards contained in §153.119(E).

STAFF RECOMMENDATION

If the Board determines that practical difficulties exist and that the proposal satisfies the Conditional Use Permit criteria, staff recommends approval subject to conditions.

Recommended Conditions

1. Building permits shall be obtained prior to construction.
2. All construction shall comply with the Minnesota State Building Code.
3. The structure shall be constructed in accordance with the submitted Certificate of Survey and application materials.
4. Living quarters shall remain accessory to the principal dwelling and shall not be utilized as a separate dwelling unit.
5. Exterior materials and colors shall be similar to the existing dwelling.



PLANNING COMMISSION / BOARD OF ADJUSTMENT MEETING

AGENDA ITEM

Section 7, ItemA.

Planning Commission / Board of Adjustment Direction

The Board may approve, deny, or modify the requested Variance and Conditional Use Permit.

The Board of Adjustment shall first consider Variance Application V-26-003 under the standards contained in §153.120.

The Planning Commission shall then separately consider Conditional Use Permit Application C-26-007 under the standards contained in §153.119.

Separate motions are recommended for each application so that findings, conditions, and actions are clearly identified in the record.

Any motions should clearly identify:

- The practical difficulty supporting the variance.
- Findings supporting or opposing the Conditional Use Permit.
- Any conditions of approval.
- Any limitations relating to future use of the living quarters.

City of Breezy Point
Notice of Public Hearing
Tuesday, September 8th, 2026 6:30 p.m.
Breezy Point City Hall

Section 7, ItemA.

To Whom It May Concern:

Notice is hereby given the City of Breezy Point Planning Commission / Board of Adjustment will hold a public hearing on September 8, 2026 at 6:30 p.m. or shortly thereafter at Breezy Point City Hall, 8319 County Road 11, to consider the following;

Variance Application V-26-003 Chuck Long 8679 Wren Drive Breezy Point MN 56472. Parcel 10161627. Requesting Variance to construct a 24x28 detached garage 18.9ft from City ROW. Impervious coverage 29.7%. Zone Original Neighborhood (R-3).

Conditional Use Application C-26-007 Chuck Long 8679 Wren Drive Breezy Point MN 56472. Parcel 10161627. Requesting Conditional Use for guest quarters in an accessory structure. Impervious coverage 29.7%. Zone Original Neighborhood (R-3).

Conditional Use Application C-26-008 C & J O'Donnell Preserve Inc (Jeffrey O'Donnell. Parcel 10030645. Requesting Conditional Use to construct an Area Identification Sign. Zone Estate Lot Residential (EL-R).

A notice relative to above listed requests is sent to all property owners located within 350 feet of the applicant's property. Please share this information with your neighbor in the event any property owner has been missed, or our records are not correct.

Public is invited to attend and be heard on these matters.

Anthony Moberg
Planning & Zoning Administrator
City of Breezy Point
218-569-1003
Amoberg@cityofbreezypointmn.us

Echo Journal August 26, 2026



8319 County Road 11
Breezy Point, MN 56472
Phone: (218) 562-4441
Fax: (218) 656-1326
www.cityofbreezypointmn.us

Received by City: ASJ 1/24/08
Application Number: V-26-003
Non-refundable Fee Paid: 250.00
Receipt #: 1.01075

Variance Application

Name of Applicant Charles and Lori Long
Address [REDACTED] Email: [REDACTED]
City, State, Zip [REDACTED]
Phone [REDACTED] Alternate Phone [REDACTED]

Physical Address / Location of Property 8679 Wenz Drive

Legal Description of Property Lot 270, 15th Addition Breezy Point Estates

Parcel ID Number 10161627 Zoning District R-3 Sewered

Applicant is:

- ☒ Legal Owner of Property
☐ Contract Buyer
☐ Option Holder
☐ Agent
☐ Other _____

Title Holder of Property (if different than applicant):

Name _____
Address _____
City, State, ZIP _____
Phone _____

State the nature of your request in detail. What are you proposing for your property?

Garage with living quarter above

Signature of Owner, authorizing application Charles Long

(By signing, the owner is certifying that he/she has read and understands the instructions accompanying this application.)

Signature of Applicant (if different than owner) _____

(By signing, the applicant is certifying that he/she has read and understands the instructions accompanying this application.)

By signing above, I acknowledge that I understand that I am responsible for all fees incurred by the City as a result of professional services provided by the City Engineer, City Attorney, and other contracted agencies in reviewing my application.

APPLICANTS, PLEASE NOTE: Pursuant to the Breezy Point Zoning Ordinance, the applicant should be prepared to explain the unique situation on the property that requires the proposed variance. The Zoning Ordinance defines a practical difficulty as follows: "A practical difficulty exists if the property in question cannot be reasonably utilized under the conditions allowed by the official controls, if the plight of the landowner is due to circumstances

unique to the property and not of his own making, and the variance (if granted) would not alter the essential character of the locality. Economic considerations alone shall not constitute a practical difficulty as reasonable use of utilization of the property exists under the terms of the Ordinance."

The following questions must be answered.

1. What changes are you proposing to make to this property?

Building: 2 story Garage

Landscaping: _____

Parking/Signs: _____

2. What are the unique circumstances of the property (parcel size, shape, topography, or other characteristics not created by the landowner) that make strict interpretation of the Ordinance impractical?

Shape of corner lot limits staying completely in buildable area

3. How is granting this variance consistent with the intent of the City of Breezy Point Zoning Ordinance?

Allows us and family to visit city of Breezy to enjoy area keeping our footprint small and presentable to other visitors.

4. How will reasonable use of the property be deprived if the variance is not granted?

Unable to keep cars and other belongings safe and out of sight

5. What other options, either conforming or non-conforming, have been considered and why were those options not chosen?

On this shape of lot there doesn't seem to be a more appropriate area.

6. Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why.

It should have no impact on any homes or traffic in the area.

7. Describe the character of the area and the existing patterns and uses of development in the area. How is this proposal consistent with those patterns and uses?

It is totally in keeping with mix of cabins, homes and housing for staff working at breezy point resort.

8. Discuss any environmental limitations of the site or the area that limit building in other areas.

most appropriate spot

9. Please include any other comments pertinent to this request.

The height of structure 24'10"
Color scheme matching home

Definition of PRACTICAL DIFFICULTY: The property in question cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to his or her 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 if reasonable use for the property exists under the terms of the ordinance.

10. Please state the practical difficulty that exists with this property.

Not a uniform shaped lot that causes difficult set back situation.

INSTRUCTIONS TO THE APPLICANT

Completed applications, with all submittal requirements, must be submitted to the Planning & Zoning Department no fewer than 25 days prior to the meeting date. In order for your application to be accepted as complete, and to have a public hearing scheduled, the following

1. This application must be completed, including responses to all parts of this application.
2. The required fee must be paid. See fee schedule for details.
3. Certificate of Survey with the following information, as a minimum, unless waived by the Planning Commission / Board of Adjustment.
 - Legal description of the site.
 - Site plan, prepared by a licensed surveyor, showing parcel and existing structure dimension, water features, and 10 foot contour lines (smaller contour lines may be required if deemed necessary by the Planning Department, Planning Commission, or City Council).
 - Location of all structures and their square footage.
 - Existing and proposed curb cuts, driveways, access roads, turn-arounds, parking including RV, boat and additional vehicle storage, off-street loading, and sidewalks. Size and type of surface should also be included.
 - Proposed landscaping and screening plans: garbage dumpsters, areas preserved in natural state including buffer areas, areas to be developed into lawn (grass), areas to be covered by woodchips or mulch, garden areas, shrubbery, types, size, age, and number of proposed trees and their locations, exterior lighting to be proposed including location and type, any other items deemed appropriate.
 - Square footage of all impervious coverage. Impervious coverage includes the horizontal area of all buildings, decks, roof overhangs, patios, walks, driveways, and any other parking areas and drives constructed of any material.
 - Proposed drainage plan.
 - Proposed and existing sanitary sewer and water supply plans with estimated usages on peak day.
 - Soils data showing capability for building and on-site sewage treatment.
 - Existing iron pipe boundary monuments marked with proof of survey.
 - Approximate location of any proposed signs (if applicable).
4. Color scheme for all existing and proposed structures.
5. Outside storage proposal.
6. Elevation plans for all existing and proposed structures.

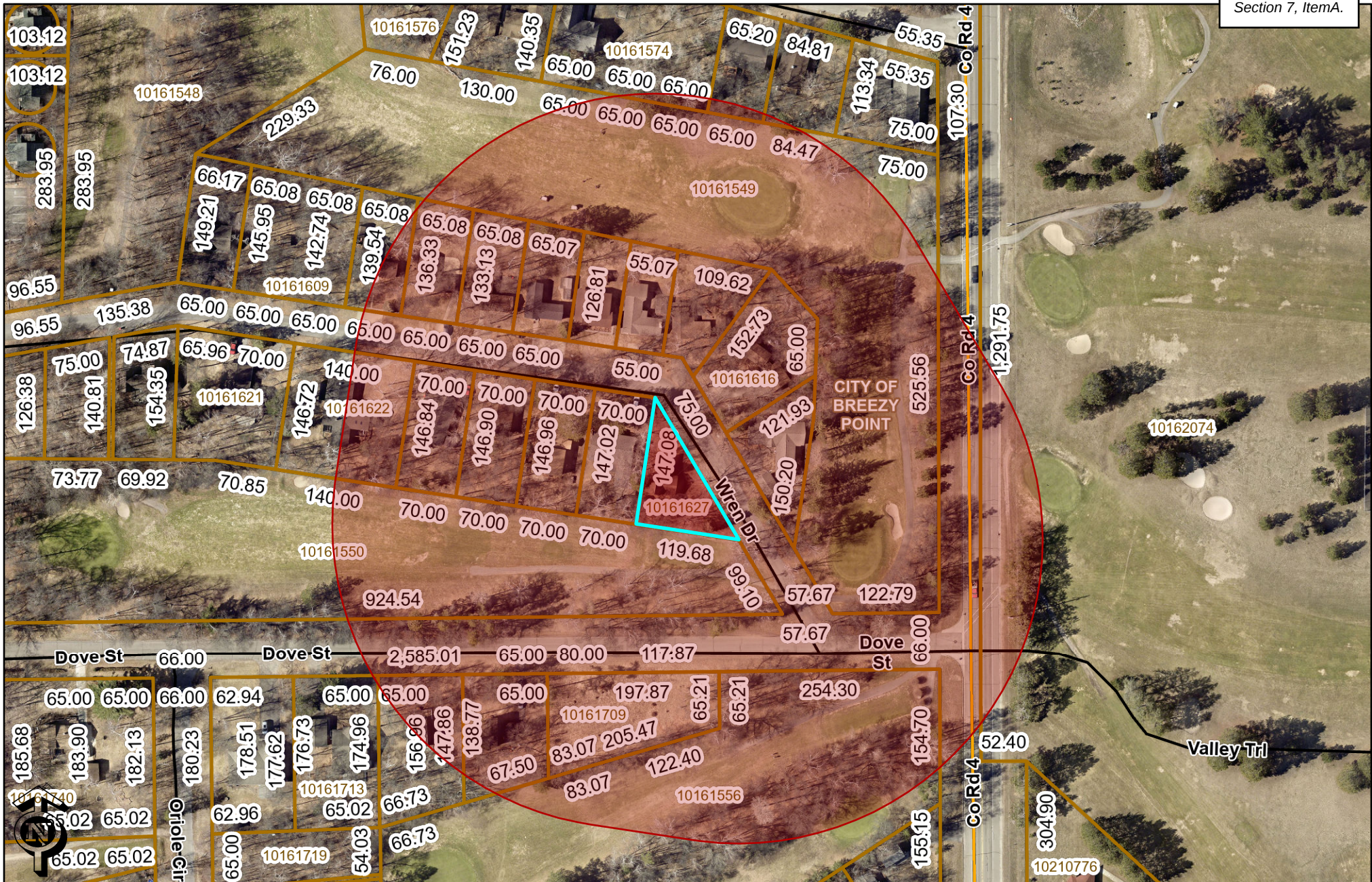
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3131

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These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Long Map

Date: 8/21/2026 Time: 8:58 AM













8319 County Road 11
Breezy Point, MN 56472
Phone: (218) 562-4441
Fax: (218) 656-1326
www.cityofbreezypointmn.us

Received by City: 7/28/2026
Application Number: C-26-007
Non-refundable Fee Paid: 250.00
Receipt #: 1.01102

Conditional Use Application

Name of Applicant Charles Long
Address [REDACTED] Email: [REDACTED]
City, State, Zip [REDACTED]
Phone [REDACTED] Alternate Phone [REDACTED]

Physical Address / Location of Property 8679 Wren Drive

Legal Description of Property Lot 270, 15th Addition

Parcel ID Number 10161627 Zoning District R-3 Sewered

Applicant is:

☒ Legal Owner of Property

☐ Contract Buyer

☐ Option Holder

☐ Agent

☐ Other [REDACTED]

Title Holder of Property (if different than applicant):

Name [REDACTED]

Address [REDACTED]

City, State, ZIP [REDACTED]

Phone [REDACTED]

State the nature of your request in detail. What are you proposing for your property?

Garage with living quarters above

Signature of Owner, authorizing application

(By signing, the owner is certifying that he/she has read and understands the instructions accompanying this application.)

Charles Long

Signature of Applicant (if different than owner)

(By signing, the applicant is certifying that he/she has read and understands the instructions accompanying this application.)

By signing above, I acknowledge that I understand that I am responsible for all fees incurred by the City as a result of professional services provided by the City Engineer, City Attorney, and other contracted agencies in reviewing my application.

CONDITIONAL USE: A land use or land development, as defined by the Ordinance, that is allowed, but would not be appropriate without restrictions or conditions as determined by the Planning Commission. The proposed use must meeting the following standards: (a) the use or development is an appropriate conditional use in the land use zone, (b) the use or development with conditions conforms to the comprehensive land use plan, (c) The use with conditions is compatible with the existing neighborhood, and (d) the use with conditions would not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, or prosperity of residents in the City.

The following questions must be answered.

1. What changes are you proposing to make to this property?

Building: 2 Story Garage

Landscaping: _____

Parking/Signs: _____

2. Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why.

Shape of Corner lot limits Expanding living space

3. Describe the character of the area and the existing patterns and use of development in the area. How is the proposal consistent with those patterns and uses?

Allows us and family visits

4. Describe the impact on the capacity of existing or planned community facilities (sewer, drainage, other). Explain if additional facilities will be required.

Keep belongs safe and out of sight

5. Describe the impact on the character of the neighborhood in which the property is located.

Blended Resort guest + staff with homes and cabins

6. Describe the impact to the traffic on roads and highways in the vicinity, and the expected traffic generated by the proposed use. Is there adequate off-street parking available to accommodate the proposal?

No impact

7. Discuss any environmental limitations of the area that would limit or constrain construction on this property.

It is in keeping with area

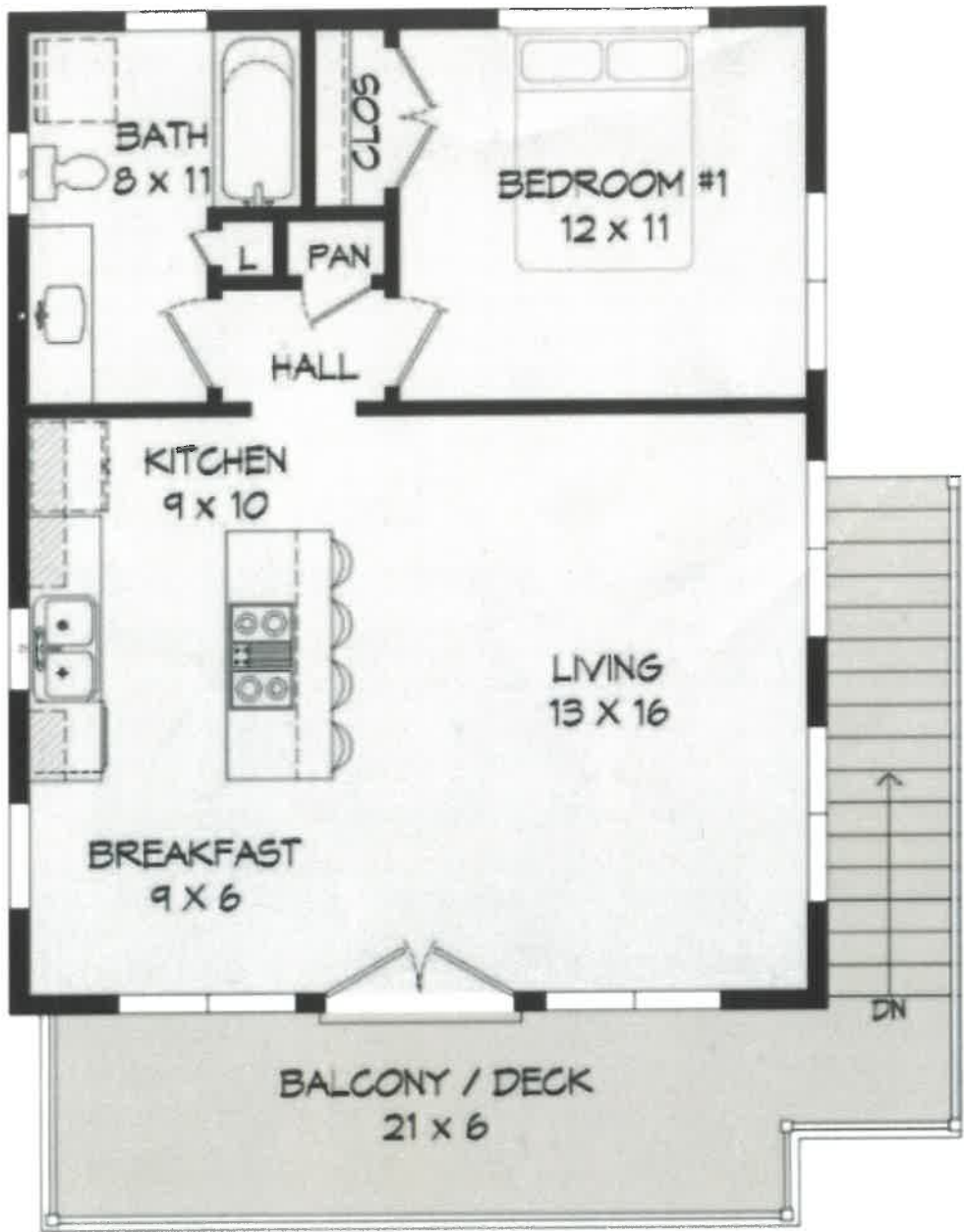
8. Please include any other comments pertinent to this request.

Most appropriate area on lot

INSTRUCTIONS TO THE APPLICANT

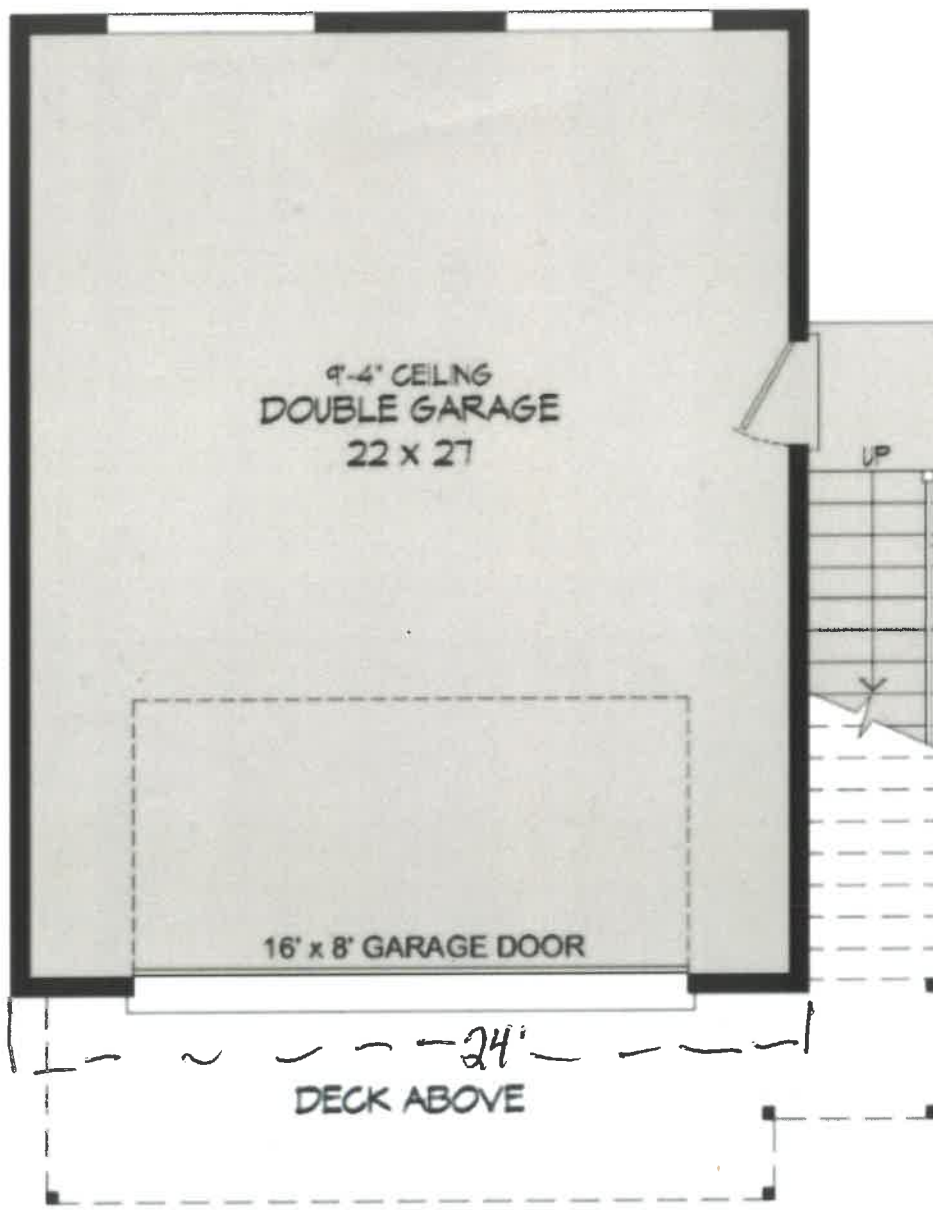
Completed applications, with *all* submittal requirements, must be submitted to the Planning & Zoning Department no fewer than **25 days** prior to the meeting date. In order for your application to be accepted as complete, and to have a public hearing scheduled, the following information **must** be submitted:

- _____ 1. This application must be completed, including responses to all parts of this application.
- _____ 2. The required fee must be paid. See fee schedule for details.
- _____ 3. Legal description of the site.
- _____ 4. Site plan, drawn to scale, showing parcel and existing structure dimensions, water features, and 10 foot contour lines (smaller contour lines may be required if deemed necessary by the Planning Department, Planning Commission, or City Council).
- _____ 5. The site plan or should also show the location of all structures and their square footage.
- _____ 6. Existing and proposed curb cuts, driveways, access roads, turn-arounds, parking including RV, boat and additional vehicle storage, off-street loading, and sidewalks. Size and type of surface should also be included.
- _____ 7. Proposed landscaping and screening plans: garbage dumpsters, areas preserved in natural state including buffer areas, areas to be developed into lawn (grass), areas to be covered by woodchips or mulch, garden areas, shrubbery, types, size, age, and number of proposed trees and their locations, exterior lighting to be proposed including location and type, any other items deemed appropriate.
- _____ 8. Square footage of all impervious coverage. Impervious coverage includes the horizontal area of all buildings, decks, roof overhangs, patios, walks, driveways, and any other parking areas and drives constructed of any material.
- _____ 9. Proposed drainage plan.
- _____ 10. Proposed and existing sanitary sewer and water supply plans with estimated usages on peak day.
- _____ 11. Soils data showing capability for building and on-site sewage treatment.
- _____ 12. Existing iron pipe boundary monuments marked with proof of survey.
- _____ 13. Approximate location of any proposed signs (if applicable).
- _____ 14. Color scheme for all existing and proposed structures.
- _____ 15. Outside storage proposal.
- _____ 16. Elevation plans for all existing and proposed structures.



SECOND LEVEL FLOOR PLAN

depth: 28'-3" + 6' DECK



width: 23'-0" + STAIR
GARAGE LEVEL FLOOR PLAN

Images copyrighted by the designer.