



# Board of County Commissioners Agenda Request

**4B**  
Agenda Item #

**Requested Meeting Date:** May 12, 2026

**Title of Item:** Discretionary EAW - Elm Island Lake RV Park

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

<b>Submitted by:</b> Andrew Carlstrom	<b>Department:</b> Planning & Zoning
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<b>Presenter (Name and Title):</b> Andrew Carlstrom, Environmental Services Director	<b>Estimated Time Needed:</b> 10 minutes
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**Summary of Issue:**

On May 5, 2026, Aitkin County received a revised and completed EAW from the proposer of the Elm Island Lake RV Park. In accordance with MN Rules 4410, I am requesting the County Board's approval to sign and distribute the EAW for the 30 day public and agency comment period. Please see memorandum.

During this 30 day comment period, I am also requesting a public input meeting for the public to address concerns with the County Board at the regularly scheduled Board of June 9, 2026. The Public Hearing will be held with the Planning Commission at a later date and upon meeting the steps and requirements of the EAW process.

**Alternatives, Options, Effects on Others/Comments:**

Board could deny approving discretionary EAW for distribution.

**Recommended Action/Motion:**

Motion for Board to approve the discretionary EAW for distribution and for the Environmental Services Director to sign the EAW as complete.

**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 ENVIRONMENTAL SERVICES PLANNING & ZONING

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### MEMORANDUM TO AITKIN COUNTY BOARD OF COMMISSIONERS

DATE: May 12, 2026

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

RE: EAW (Environmental Assessment Worksheet) for Elm Island Lake RV Park

On June 10, 2025, the Aitkin County Board made the decision for the need of an EAW for the Elm Island Lake RV Park, which is a proposed residential planned unit development/common interest community. Since that time the county has worked with the proposer to ensure the EAW was completed.

On May 4<sup>th</sup> the EAW Review Committee met to review the application for completeness and accuracy. After review, the EAW Review Committee determined it is now complete and recommends it to the County Board.

I am requesting the County Board's approval to sign the EAW, indicating it is complete, and to send it to the Environmental Quality Board (EQB) for publication in the EQB Monitor. I will then distribute the EAW to those required by MN Rules Chapter 4410. Once published there is a 30-day comment period.

A press release identifying the name, location, description of the project, location where to view EAW copies, the date the comment period ends and where to send the comment will be published in the Aitkin Age. After all the comments have been received, I will gather the EAW Review Committee to respond to the comments and draft recommended findings of fact and conclusions for County Board consideration.

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