
**CROW WING TOWNSHIP
PLANNING AND ZONING COMMISSION**

AGENDA

Monday December 4, 2023 6:00 PM

1. Call to Order
2. Roll Call
3. Public Hearing(s)
4. Additions or Deletions to Agenda
5. Open Forum
6. Approval of Minutes
 - a. October 2, 2023
7. Old Business
 - a. Outstanding Complaints
8. New Business
 - a. 2024 Calendar
9. P&Z Administrator's Report
10. Town Board Correspondence
11. Adjournment

This agenda is not exclusive. Other business may be discussed as deemed necessary.

Crow Wing Township Planning Commission Meeting October 2, 2023, 6:00 PM

Commission Members Present: Commissioners Dan Lee (Vice Chair), Linda Schuety, David Nelson, Paul Stephany (Township Board Supervisor), Scott Saehr (Planning and Zoning Administrator) & Sue Kern (Township Clerk). Brad Arnold (Chair) was not present. Dan called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.

Public Hearings: None.

Additions or Deletions to Agenda: None.

Approval of Minutes: The August 7, 2023, meeting minutes were reviewed. David made the motion to approve the minutes as written. Linda seconded the motion. No discussion. Motion passed 3-0. Paul did not vote as he was not present at that meeting. P&Z did not meet in September due to the lack of an agenda.

Open Forum: None.

Old Business: 10207 Heron Street (Gerhardt) complaint was discussed. Scott reported there was an initial citizen complaint filed in late April. Scott sent a letter to the owners in June. Brad Arnold has talked to Lisa Gerhardt. The clerk received an email from a resident in September with additional complaint information. Dan reported another resident filed a written complaint which he presented at the meeting. Part of the complaint is that a camper on the property appeared to be occupied. Two certified letters were sent to the Gerhardt's, and they have been asked to attend the meeting. Scott stated legal action may be needed. Dan made the motion to refer the 10207 Heron Street matter to the Township Board for discussion of legal action. Paul seconded the motion. No further discussion. Motion passed 4-0.

9507 Forest Heights Drive: Lyle Juare property was discussed. The Juare's were in attendance. A citizen complaint was filed July 3, 2023. Two certified letters were sent to the Juare's for cleanup to be done by October 2nd. The Juare's had contacted the clerk asking for an extension and she invited them to the meeting. The bees are prolific, and Mr. Juare is allergic to bees. They have started their clean up and they have a big trailer and intend to dispose of refuse. The next meeting is November 6th and there will be an inspection by Brad and Dan prior to the meeting. Dan stated they have until then to clean up the property or possible legal action will occur.

The process of the citizen complaints was discussed. Going forward Scott will send the clerk a public document packet for the website. The P&Z Commission packet will include the citizen complaints.

New Business: The fee schedule was discussed, and the administrative fee will remain at \$100. Roofing fees were discussed, and the matter was resolved prior to the meeting. Scott explained the changes in the Subdivision Metes and Bounds language. Previously the County covered the extra costs, and they are no longer doing that, and fees will be paid by the property owner and not the tax payor. No action was taken.

3
P&Z Administrator's Report: Scott presented the ongoing work report, permit and SSTS report and the Subdivision report and Compliance inspection report. There have been 42 permits this year so far and 33 done in 2022.

Dan named two properties to watch. One being 11259 Town Hall Rd. and the other 8871 Cook Rd. There was no written complaint. No action was taken.

Town Board Correspondence: None.

Dan presented two new citizen complaints for **6612 Wilson School Drive (Niesen)** about debris, not being mowed, and safety concerns with the garage and boat and vehicles present. and **10207 Heron Street** (Gerhardt) which has already been discussed and will be brought before the Township Board at their next meeting.

Adjournment: David made a motion to adjourn. Linda seconded the motion. No discussion. Motion carried 4-0. The meeting adjourned at 7:05 pm.

**CROW WING TOWNSHIP
PLANNING AND ZONING COMMISSION
2024 ANNUAL CALENDAR**

January: Tuesday, January 2nd

February: Monday, February 5th

March: Monday, March 4th

April: Monday, April 1st

May: Monday, May 6th

June: Monday, June 3rd

July: Monday, July 1st

August: Monday, August 5th

September: Tuesday, September 3rd

October: Monday, October 7th

November: Monday, November 4th

December: Monday, December 2nd

2023 Subdivisions

[illegible]

New SSTS Installations

[illegible]

Compliance Inspections

PID	Address	First Name	Last Name	Septic Inspector	Date Received	Pass or Fail
56100561	7391 Shequen Drive	Brandon	Sand	Raini Kohl	5/2/2023	Pass
56110560	8755 County Road 123	Charlie	Tindell	Raini Kohl	5/2/2023	Pass
56200512	8296 50th Avenue	Clinton	Gfroerer	LouAnn Maschler	5/12/2023	Fail
56130572	9833 Forest Heights Drive	Darlene	Strange	Martin Joyce	5/15/2023	Pass
56150576	7099 Lone Oak	Erik	Hendrickson	LouAnn Maschler	5/16/2023	Pass
56180503	9164 Golden Oaks Drive	Chad	Merriam	LouAnn Maschler	5/16/2023	Pass
56120001	4941 Riverwood Circle	Greg	Springer	Brummer Septic LLC	6/9/2023	Pass
56130524	9682 Black Bear Circle	Todd	Boelter	Martin Joyce	8/3/2023	Pass
56110532	8275 County Road 123	Gregg	Settergren	Martin Joyce	8/3/2023	Pass
56110567	8736 County Road 123	Robyn	Potter	Martin Joyce	8/3/2023	Pass
56110503	10851 Greenwood Street	Brett	Thompson	Martin Joyce	8/3/2023	Pass
56170559	5790 Erin Road	Wesley	Witkop	Martin Joyce	8/14/2023	Pass
56150550	7418 Leaf Lane	Ryan	Goble	Brummer Septic LLC	8/15/2023	Pass
56160514	9204 Estate Circle	Jamie	D'ambrogio	218 Septic - Raini Kohl	9/25/2023	Pass
56090720	10013 Depot Street	Terry	Baker	218 Septic - Raini Kohl	10/18/2023	Pass
56150612	9275 Lone Oak Circle	Dan	Cerise	Brad Clark	11/2/2023	Pass
56180516	9117 50th Avenue	Wendy	DeBusk	Wynn Septic	10/31/2023	Pass
56090566	10214 Depot Street	Dave	Herrera	LouAnn Maschler	11/16/2023	Pass
56150544	7178 Burr Lane	Erik	Hidalago	LouAnn Maschler	11/16/2023	Pass
56150598	9101 Lone Oak Drive	Tom	Feierabend	Martin Joyce	11/21/2023	Pass
56080500	5348 Brandon Way	Teasha	Scheeler	Martin Joyce	11/21/2023	Pass

On-Going Work Report

Property Owner	Property Address	On-Going Work	Contact Info and Notes	Follow Up Comments	Status
Cary & Stacy Deason	11171 Town Hall Street	Property has a shoreline violation where trees were removed on a bluff. The trees have been replaced and semi-annual inspections are needed. The next inspection should happen in December. Enailed Stacy and Cary to schedule an inspection on 6/18/23. Requested to have them contact Brad Arnold to set a time for the inspection.	carystacydeason@gmail.com		
Brendan Reese	56090585	This parcel needs follow up on unpermitted structure and possibly people living in a tent. Have been in contact with the property owner, but another letter is needed with a timeline.	866951472@comcast.net		
Safari North	8493 State Highway 171	The Vogels attended the September meeting and asked to extend their permitted closing time of 9 pm to 10 pm on Fridays and Saturdays through October, as well as Halloween this year. The PC approved this for one year, and asked that the Vogels attend a Planning Commission after October to discuss whether or not this is going to be a permanent event.	ad@vogelsllc.com		
Jackson, Colleen Ream, Mary	56270517 6749 Wetmore Road	This parcel had a violation of unpermitted structures and people living in campers. The violation was resolved, but there was some movement on the property as of September.	214231-3393		
North Central Speedway	56460586	Ongoing violation that has not been resolved. Brad intends on conducting an inspection.			
Jacob Anderson/Jennifer Schurty	6850 Webb Avenue	There have been multiple complaints about camping, noise, and the possibility of sewage being dumped on this parcel. There is a CLUP in place. The PC decided at the September meeting that an annual inspection of the property should be done.	68107616@hycorp.net		
Schlangen septic designs	11454 Greenwood Street	Ongoing violation of unpermitted structure and a nonconforming septic. The house cannot be habilitated until a new septic is installed. There is an approved design and permit for the septic. Jacob Anderson is not an owner on the property but was the occupant of the home.			
Doug Klass	1047 56170580 9152 50th Avenue	I've got one design from Jamie Doble and one revision from LouAnn Maschler. Both approved. Not sure what's going on there. They already have a septic permit.	Emails to Sue Left VM on 12/4/22		
Randy Ryan	60th Street	Septic Permit questions for a potential remodel/addition. Call # 320.630.7099.	Emails in February		In Progress
		New residential home proposed. Wetlands were reviewed, but need to be confirmed when installing the driveway.		Mailing to 15 Jessica Street on 6/13/23. Brad spoke with Lisa on 9/26/23 after leaving a message. She is in process of cleaning property. They have titles for all vehicles on the property. Lisa requested Brad to come on site and do a site visit. They are planning to put up a fence within the next year. Cost is a factor and hoping to put up in spring of 2024.	In Progress
Lisa Gerhardt	10207 Heron Street	Refuse and several non-running cars located on property. Neighbor complaint submitted on 4/24/23. Had discussion with full planning commission meeting in June. Brad directed P&Z to send a letter and to include his contact information. Letter included inviting Lisa to attend a meeting. Sent letter with Susan 8/12/23. Certified letter.		Submitted to Township and sent to Brad Arnold on 7/3/23 for review. Letter sent on 7/5/23. Requested to attend the August meeting. Another letter was sent with an invitation to October meeting due to an error on the initial letter for August and September meeting was cancelled. Discussed at the October Board Meeting and extended to first meeting in November. On 11/6/23 Dan did a site inspection. No clean up was done per the October Planning Commission meeting and agreement. SC recommended to contact legal.	In Progress
Lyle Juane	9507 Forest Heights Dr 8871 Cook Road	Garbage and non-running vehicles on property. 5515 Compliance Questions. Potential Living Space. No actual complaint submitted.			
Troy Hanson	6818 Wells Avenue	Clean Up on property. Applied for a permit for a mobile home. Worked with Brad on setting guidelines on cleanup if releasing a permit. Troy send a email dated 10/20/23 on process for clean up. Need to review and do a site inspection in spring of 2024.	trcyh54401@gmail.com		In Progress