
CROW WING TOWNSHIP
PLANNING AND ZONING COMMISSION
AGENDA

Monday February 5, 2024 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. December 4, 2023
7. Old Business
 - a. Outstanding Complaints
8. New Business
 - a. 2023 Annual Community Development Report
 - b. 2024 Calendar
 - c. 2024 Fee Schedule
 - d. SD01-24 Johnson Subdivision
 - e. SD02-24 Hatch Subdivision
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 December 4, 2023, 6:00 PM

Commission Members Present: Brad Arnold (Chairman), Commissioners Linda Schuety, David Nelson, Paul Stephany (Township Board Supervisor), & Sue Kern (Township Clerk). Dan Lee was absent. Brad called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.

Public Hearings: None.

Additions or Deletions to Agenda: Brad added items to the agenda for discussion.

Approval of Minutes: The October 2, 2023, meeting minutes were reviewed. Linda made the motion to approve the minutes as written. David seconded. No discussion. Passed 3-0. Brad abstained as he was not present at that meeting. P&Z did not meet in November due to the lack of an agenda.

Open Forum: None.

Old Business: Outstanding Complaints: Brad pointed out that these matters always come down to neighbor's concerns and property owner's rights. Brad stated he received a lengthy phone call which was friendly and responsive from **Marv Niesen** on Wilson School Drive regarding his violation. He is cooperative but progress may be slow.

Gerhardt @ 10207 Heron: Brad has talked to these residents. They are responsive and cooperative. No legal action is needed and will be monitored. Gerhardt's have pending questions with the Township and County regarding road vacations. Brad will follow up.

Lyle Juaire (9507 Forest Heights): Dan Lee did an inspection on November 6th and reported that no progress has been made. They had agreed to address the issues but there has been no progress. This property will remain on the violation list and legal action and fees may be needed. It will be followed up.

Jackson property: Brad has heard nothing but will follow up with the Town Board next week.

Troy Hanson on Wels Avenue: The camper and outbuilding have permits. Brad and Scott have talked to him, and he is cooperative and responsive.

New Business: The 2024 calendar was reviewed. It is noted there are two Tuesday's instead of Monday's due to holidays. The calendar will be posted on the website.

Brad stated permitting and zoning has gone quiet after an all-time high during 2023. Brad purchased a new 2023 Township plat book, and the PZ Commission reviewed it.

Brad reviewed the permitting and payment process with the Commission as there are two people who have not paid for their permits yet. The matter will be investigated, and they will be contacted.

In the October 2nd minutes, fees were discussed specifically regarding the \$100 administrative fee for metes and bounds. Brad explained that rate is for the base administrative fee but in some cases, it is

much more complicated, time consuming and surveys are needed, and the extra actual costs are to be paid by the applicant. The rate will be variable based on the actual cost.

Violation Fees: Brad gave a history of processes that were previously used. The fees for current violations were discussed. The fees could be cumulative and added to the property taxes. The intent is not to penalize but to get properties cleaned up. The fee could be waived when the property owner is being cooperative and responsive and working toward cleaning the property in an appropriate timeline. A fee schedule of violations and timelines were discussed.

P&Z Administrator's Report: The information was not legible, and Brad will talk to Scott regarding the font/size and possibly putting something on the website.

Town Board Correspondence: None.

Brad mentioned the need for another fireproof file cabinet for the records in the office and would like the Town Board to consider getting an additional fireproof file cabinet or to scan all the information on to a hard drive.

Adjournment: Linda made a motion to adjourn. David seconded. No discussion. Motion carried 4-0. The meeting adjourned at 7:16 pm.

Crow Wing Township

2023 Annual Zoning Report



Land Use Permits

- Randy Ryan – 2064 60 th Street ○ Residential Structure with both garage and living area (Approved – 2/9/2023)
- Louis Hoffmann – 7343 Wetherbee Road ○ Cold storage addition to Residential Property (Approved – 2/21/2023)
- DHC of Lakes Area -- Derek Holst – 8864 St. Mathias Road ○ Residential structure with attached garage (Approved – 4/24/2023)
- Mike Lennerman – 9670 Black Bear Circle ○ Storage shed for property (Approved -- 3/25/2023)
- Charlie Tindell – 8755 County Road 123 ○ Pole building with a lean-to attached (Approved – 4/5/2023)
- Options Exteriors – Allen Christensen – 8785 Business 371 ○ Reroofing Permit (Approved – 3/30/2023)
- Clinton Gfroerer – 8296 50 th Avenue ○ Steel Storage Shed (Approved – 4/10/2023)
- Gavin Rieke – 10002 St. Mathias Road ○ Deck 32' x 32' (Approved – 4/14/2023)
- Stan Mattern – 8747 Wetherbee Road ○ Deck: 32' x 40' with side walls (Approved – 4/18/2023)
- Jerry Kuseske – 951 Black Bear Trail ○ Deck: 14' x 18' (Approved – 4/24/2023)
- Jerry Czech – 5533 Erin Road ○ Garage Slab on grade (Approved – 5/1/2023)
- Carol Pierzinski – 9919 Ravenswood Road ○ Deck: 12' x 24' (Approved – 5/8/2023)
- Jennifer Shequen – 7391 Shequen Drive ○ Installed new storage shed (Approved – 5/11/2023)
- Cary Deason – 10374 Business 371 ○ Hoop Structure (Approved – 5/18/2023)
- Maryls Comeau – 7339 Hunter Circle ○ Addition to House: 36' x 20' (Approved – 5/16/2023)
- Nikolas Logelin – 5880 Sweet Road ○ Residential House with attached garage (Approved – 5/16/2023)
- Safari North – Kevin Vogel – 8493 Highway 371 ○ Live stock barn 48' x 72' x 12' with dirt floor (Approved – 5/24/2023)
- John & Cathy Olson – 9182 Estate Circle ○ Garage 30' x 70' and Deck: 24' x 44' (Approved – 5/18/2023)
- CO-JO Capital – John Olson – 9171 Wetherbee Road ○ Addition to commercial structure 20' x 135' (Approved – 5/31/2023)
- Terry & Nancy Quick – 8277 St. Mathias Road ○ Two (2) decks to current structure: 10' x 17' & 6' x 28' (Approved -- 6/12/2023)
- John & Cathy Olson – 9182 Estate Circle ○ Deck: 8' x 19' (Approved -- 6/12/2023)
- Battalion Holdings -- Patrick Steinhauser – 8624 50 th Avenue ○ Storage structure: 30' x 48' (Approved – 6/12/2023)

Land Use Permits (continued)

- Greg Springer – 4941 Riverwood Circle ○ Storage garage: 24' x 30' (Approved – 6/14/2023)
- Cameron & Ashley Young – 7927 County Road 45 ○ Residential House: 40' x 40' with attached storage garage: 40 x 60' (Approved – 6/14/2023)
- Heath Larson – 11259 Town Hall Street ○ Two (2) Garage structures: 40' x 80' & 30' x 30' (Approved – 6/26/2023)
- Adam Pickar – 6281 County Road 45 ○ Residential House: 42' x 88' (Approved – 6/24/2023)
- Austin Brown – 10548 St. Mathias Road ○ Deck; 10' x 20' (Approved – 7/5/2023)
- Doug Kern – 11039 Greenwood Street ○ Addition lean-to: 10' x 20' (Approved – 7/10/2023)
- Braden Simonet – 5234 Sweet Road ○ Storage Shed: 32' x 64' (Approved – 7/27/2023)
- Jon Kolstad – 9388 Forest Heights Drive ○ Addition to garage: 28' x 24' (Approved – 8/4/2023)
- Jordan Ladin – 8932 Sand Creek Circle ○ Garage structure: 20' x 40' (Approved – 8/6/2023)
- Elissa Noble – 7767 County Road 45 ○ Addition to kennel and play area: 40' x 90' (Approved – 8/6/2023)
- Brett & Alissa Thompson – 10851 Greenwood Street ○ Deck: 16' x 20' (Approved – 8/8/2023)
- Clayton's Auto Repair – Clayton Peterson – 10372 Business 371 ○ Addition to commercial building: 18' x 24' (Approved – 8/24/2023)
- Welsey Witkop – 5790 Erin Road ○ Garage: 12' x 24' (Approved – 8/26/2023)
- Ryan Goble – 7418 Leaf Lane ○ Garden shed: 14' x 32' (Approved – 8/29/2023)
- Quick Construction -- Scott Larson – 9339 Forest Heights Drive ○ Addition to existing house: 20' x 18' (Approved – 9/5/2023)
- Charles Christensen Jr. Construction – James Huberty – 8821 St. Mathias Road ○ Detached garage: 32' x 28' with overhang (Approved – 9/20/2023)
- Battalion Holdings – Patrick Steinhauser – 8624 50 th Avenue ○ Storage structure: 30' x 48' (Approved – 9/20/2023)
- Battalion Holdings – Patrick Steinhauser – 8624 50 th Avenue ○ Storage structure: 30' x 48' (Approved – 9/20/2023)
- Battalion Holdings – Patrick Steinhauser – 8624 50 th Avenue ○ Storage structure: 30' x 48' (Approved – 9/20/2023)
- Terry & Nancy Quick – 8277 St. Mathias Road ○ House addition: 14' x 18' (Approved – 9/23/2023)
- Troy Hanson – 6818 Wels Avenue ○ Install 980 sq ft trailer home with 288 sq ft of two (2) decks (Approved – 10/25/2023)
- Wendy DeBusk – 9117 50 th Avenue

- | |
|---|
| <ul style="list-style-type: none"> ○ Replace trailer home with double wide: 1,120 sq ft (Approved – 11/2/2023) |
|---|

Subdivisions

- Kay Johnson – 9171 Wetherbee Road
○ Lot spilt from 11 acre Commercial 2 to a five (5) acre and six (6) acre lots (Approved – 3/30/2023)
- Charles Tindell – 8755 County Road 123
○ Lot combination to two (2) lots into one (1) for a new building site (Approved – 4/3/2023)
- Tom & Darlene Strange – 9833 Forest Heights Drive
○ Lot Spilt with an easement (Approved – 5/18/2023)
- Greg Ostrowski – 10374 Business 371
○ Lot split/minor subdivision (Approved – 5/12/2023)
- Jordan Ladin – 8932 Sand Creek Circle
○ Lot line adjustment (Approved – 6/8/2023)

Conditional Use Permits

- | |
|---|
| <ul style="list-style-type: none"> - No Conditional Use Permits processed in 2023. |
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Variances

- | |
|---|
| <ul style="list-style-type: none"> - No Variances processed in 2023. |
|---|

New Subsurface Sewage Treatment Systems (SSTS)

- Randy Ryan – 5264 60 th Street
○ Installed a new mound system (Approved – 1/19/2023)
- Galen Booth – 8605 County Road 123
○ Installed a new mound system (Approved – 5/5/2023)
- Nikolas Logelin – 5880 Sweet Road
○ Installed a new mound system (Approved – 5/8/2023)
- Richard Nelson – 10242 Robin Street
○ Replacement of chamber trench and pressure bed (Approved – 5/10/2023)
- Derek Holst – 8864 St. Mathias Road
○ Installed a new seepage trench and pressure bed (Approved – 4/11/2023)
- Jennifer Shequen – 7391 Shequen Drive
○ Installed a new chamber trench and pressure bed (Approved – 5/11/2023)
- Clinton Gfoerer – 8296 50 th Avenue
○ Replacement of rock trench and pressure bed (Approved – 5/30/2023)
- Barbara Weise – 8821 St. Mathias Road
○ Replacement of mound system (Approved – 6/5/2023)

- | |
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| <ul style="list-style-type: none"> - Adam Pickar – 6281 County Road 45 <ul style="list-style-type: none"> o Install a new mound system (Approved – 6/8/2023) |
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New Subsurface Sewage Treatment Systems (SSTS) **Installations (continued)**

- Ashley Long – 7927 County Road 45
o Replacement of mound system (Approved – 6/15/2023)
- William Danilyuk – 7370 Hunter Circle
o Replacement of trench and pressure bed (Approved – 9/27/2023)
- Clayton's Auto Repair -- Clayton Pederson – 10372 Business 371
o Installed a new chamber trench and pressure bed (Approved – 8/21/2023)
- Brian Weise – 8961 St. Mathias Road
o Replacement of seepage trench and pressure bed (Approved – 8/21/2023)
- Brenda Macarthur – 6205 Estate Circle Drive
o Replacement of chamber trench and pressure bed (Approved – 11/21/2023)

Compliance Inspections

- Brandon Sand – 7391 Shequen Drive – Pass – 5/2/2023
- Charlie Tindell – 8755 County Road 123 – Pass – 5/2/2023
- Clinton Gfroerer – 8296 50 th Avenue – Fail – 5/12/2023
- Darlene Strange – 9833 Forest Heights Drive – Pass – 5/15/2023
- Erik Hendrickson – 7099 Lone Oak – Pass – 5/16/2023
- Chad Merriam – 9164 Golden Oaks Drive – Pass – 5/16/2023
- Greg Springer – 4941 Riverwood Circle – Pass – 6/9/2023
- Todd Boelter – 9682 Black Bear Circle – Pass – 8/3/2023
- Gregg Settergren – 8275 County Road 123 – Pass – 8/3/2023
- Robyn Potter – 8736 County Road 123 – Pass – 8/3/2023
- Brett Thompson – 10851 Greenwood Street -- Pass – 8/3/2023
- Wesley Witkop – 5790 Erin Road – Pass – 8/14/2023
- Ryan Goble – 7418 Leaf Lane – Pass – 8/15/2023
- Jamie D'ambrogio – 9204 Estate Circle – Pass – 9/25/2023
- Terry Baker – 10013 Depot Street – Pass – 10/18/2023
- Dan Cerise – 9275 Lone Oak Circle – Pass – 11/2/2023
- Wendy DeBusk – 9117 50 th Avenue – Pass – 10/31/2023
- Dave Herrera – 10214 Depot Street – Pass – 11/16/2023
- Erik Hidalago – 7178 Burr Lane – Pass – 11/16/2023
- Tom Feierabend – 9101 Lone Oak Drive – Pass – 11/21/2023
- Teasha Scheeler – 5348 Brandon Way – Pass – 11/21/2023
- Jerrold Tompson – 11521 Fireball Drive – Pass – 12/21/2023

**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

2024 Fee Schedule Crow Wing Township Planning and Zoning Department

*****AFTER-THE-FACT LAND USE PERMIT APPLICATION FEES CAN BE FIVE TIMES THE ORIGINAL FEE*****

ZONING PERMITS

New Construction:

Residential:

Up to 1000 s.f. of Ground Cover: \$250
1001 s.f. to 2000 s.f. Ground Cover: \$500
2001 s.f. to 3000 s.f. Ground Cover: \$750
3001 s.f. to 4000 s.f. Ground Cover: \$1000
Each additional 1000 s.f. Ground Cover: \$250

Commercial (including plan review fee)

Up to 1000 s.f. Ground Cover: \$400
1001 s.f. to 2000 s.f. Ground Cover: \$500
2001 s.f. to 5,000 s.f. Ground Cover: \$750
5001 to 10,000 s.f. Ground Cover: \$1000
10,001 s.f. and greater Ground Cover: \$1250
Commercial Storage Building (no Sewer or Water) per building: \$400

Additions/Accessory Structures

Residential Accessory Structure or Addition

200s.f. -400 s.f. Ground Cover: \$125
401s.f. – 600 s.f. Ground Cover: \$175
601 s.f. to 1000 s.f. Ground Cover: \$250
1001 to 2000 s.f. Ground Cover: \$300
Greater than 2000 s.f. Ground Cover: \$500

Commercial Accessory Structure or Addition includes plan review fee

Up to 1000 s.f. Ground Cover: \$300
1001 to 2000 s.f. Ground Cover: \$400
2001 to 5,000 s.f. ground cover: \$500
5001 to 10,000 s.f. Ground Cover: \$750
10,001 s.f. and greater: \$1000
Commercial multi-storage buildings-no water or sewer-(Per Building): \$400
Agricultural Accessory Structures: \$100
Seasonal Travel Trailer Placement: \$100
Signs \$1.00 per s.f. up to 200 s.f.: \$200

Sewage Treatment Systems:**These Costs Are in Addition to Septic System Permit Fees:**

Residential (Includes review, approval of design, and inspection): \$200

Commercial (Prior Plan Approval Required)

Small Flow Systems (Less than 1000 gal/day): \$350

Large Flow Systems (1000-3999 gal./day or larger): \$600

Large Flow Systems (4000-6999 gal./day): \$680

Large Flow Systems (7000-9999 gal/day): \$840

All SSTs permit fees Includes review, approval of design, and inspection

Re-inspection Fee: \$100

Dirt Moving in Shoreland Area

Sand Blanket in Shore Impact Zone* \$150

Licenses/ Special Fees:

Gravel Pit Operation: \$500

Plus Re-inspection Fee: \$100

Plus Minimum: \$5,000 Bond

Zoning Ordinance: \$15

Comprehensive Plan: \$25

Subdivision Ordinance: \$5

Misc. Copies \$.25 per page

ADMINISTRATIVE FEE \$100 per hour plus mileage

Land Use Applications:**Variance****

Residential/Commercial Uses: \$500

Plus Recording Fee: \$46

Conditional Use**

Residential/Commercial Uses: \$500

Plus Recording Fee: \$46

Amendment to Existing Conditional Use Permit** \$500

****The above land use applications may be subject to construction permit costs previously listed**

Zoning Map Amendment (Rezoning): \$500

Dirt Moving/Fill Excavation (Variance): \$500

Plus Recording Fee: \$46

Plus Re-Inspection Fee: \$100

Appeal to Board of Adjustment: \$500

Plus Recording Fee: \$46

Zoning Ordinance Amendment: \$500+ Printing Costs

Subdivision Applications:

Metes and Bounds: \$100 + \$25 per parcel

****Additional Fees include pass through cost of County Surveyor Review and Legal Review.**

Plat or Planned Unit Development**

Initial Review by County Board: \$250

Preliminary Plat: \$500 + \$25.00 per parcel

Final Plat: \$500 + \$25.00 per parcel

+Surveyors Fees

TOWERS (Commercial Use)

Tower Base up to 1000 sq. ft.: \$400

Tower Base 1001 sq. ft. to 2000 sq. ft.: \$500

Antenna co-location: \$300 per antenna

Equipment structures up to 1000 sq. ft.: \$300

1001 to 2000 sq. ft.: \$400

**** Land Use Permits are required after approval.**

**** All new construction must have an E911 Address to obtain utility permits.**

****Commercial Land Use Application, Plat/Planned Unit Development Review Costs**

****The applicant shall reimburse the Township for all related miscellaneous costs that exceed the amount of the original application fee.**

STAFF MEMO

Community: Crow Wing Township	Month: February 5, 2024
Agenda Section: New Business	Item: Minor Subdivision

PREVIOUS PLANNING COMMISSION REVIEW OR ACTION: Previous Approval.

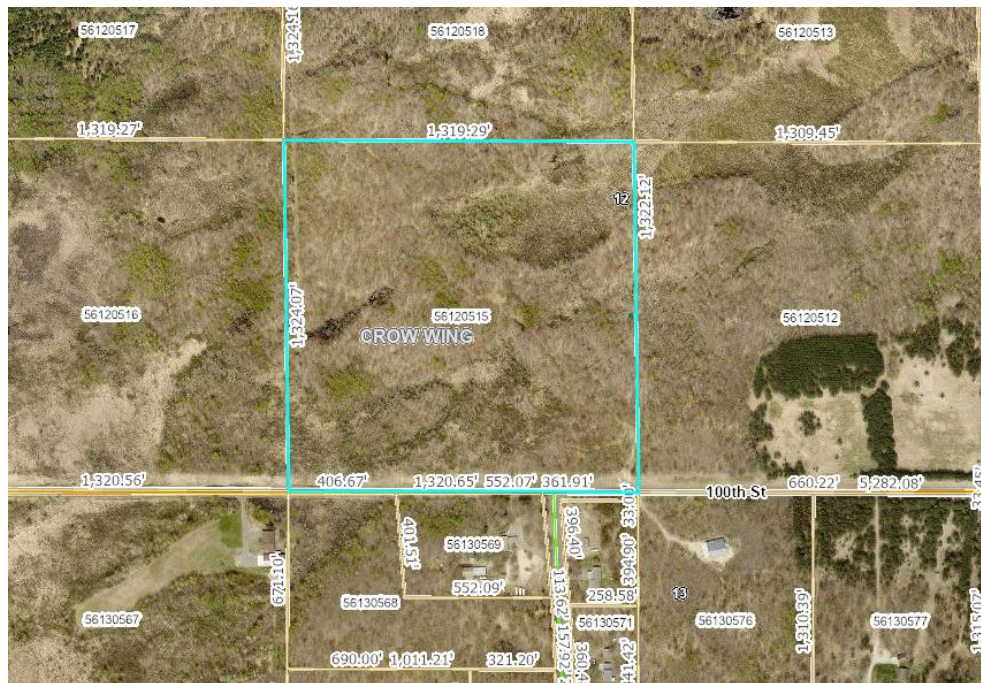
PREVIOUS TOWN BOARD REVIEW OR ACTION: Review.

COUNTY REVIEW AND IMPACTS: None.

PROPOSED BUDGET/FISCAL IMPACT: None.

BACKGROUND:

A request has been made for a minor subdivision located at PID 56120515.



The current parcel has 40.11 deeded acres. The lot is proposed to be subdivided into two tracts: Tract A 35.11 acres and Tract B 5.00 acres. The proposed lots will continue to be zoned Agricultural/Forestry. When a plan to develop the property is received, the property will then be considered for a rezone. Subdividing the property and rezoning to residential is in line with the comp plan and future land use.

ATTACHMENTS: Application, Land Survey, and Legal Description.

PLANNING COMMISSION ACTIONS REQUESTED: Review and Recommend Approval.

APP # _____

Date _____

Fee _____

(for office use only)

**CROW WING TOWNSHIP
LOT SPLIT/SUBDIVISION/REZONING APPLICATION**

Name of Applicant Andrew Alan Johnson Phone 218 851 8148Property Address (E911#) not declared Local Phone 218 838 2569Mailing Address 82162 St. Hwy 371 S. E-mail timjennyjohnson@gmail.comCity, State, Zip Brainerd ^(if different than above) MN 56401

Applicant is:

Legal Owner ☐Contract Buyer ☒Option Holder ☐Agent ☐

Other _____

Title Holder of Property (if other than applicant)

Charlotte Willis Gregory Willis

(Name)

909 11th St SW

(Address)

Watford City ND 58854

(City, State, Zip)

Signature of Owner, authorizing application (required): Susan Willis Charlotte Willis
By signing the owner is certifying that they have read and understood the instructions accompanying this application.)Signature of Applicant (if different than owner): Andrew Johnson
(By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:

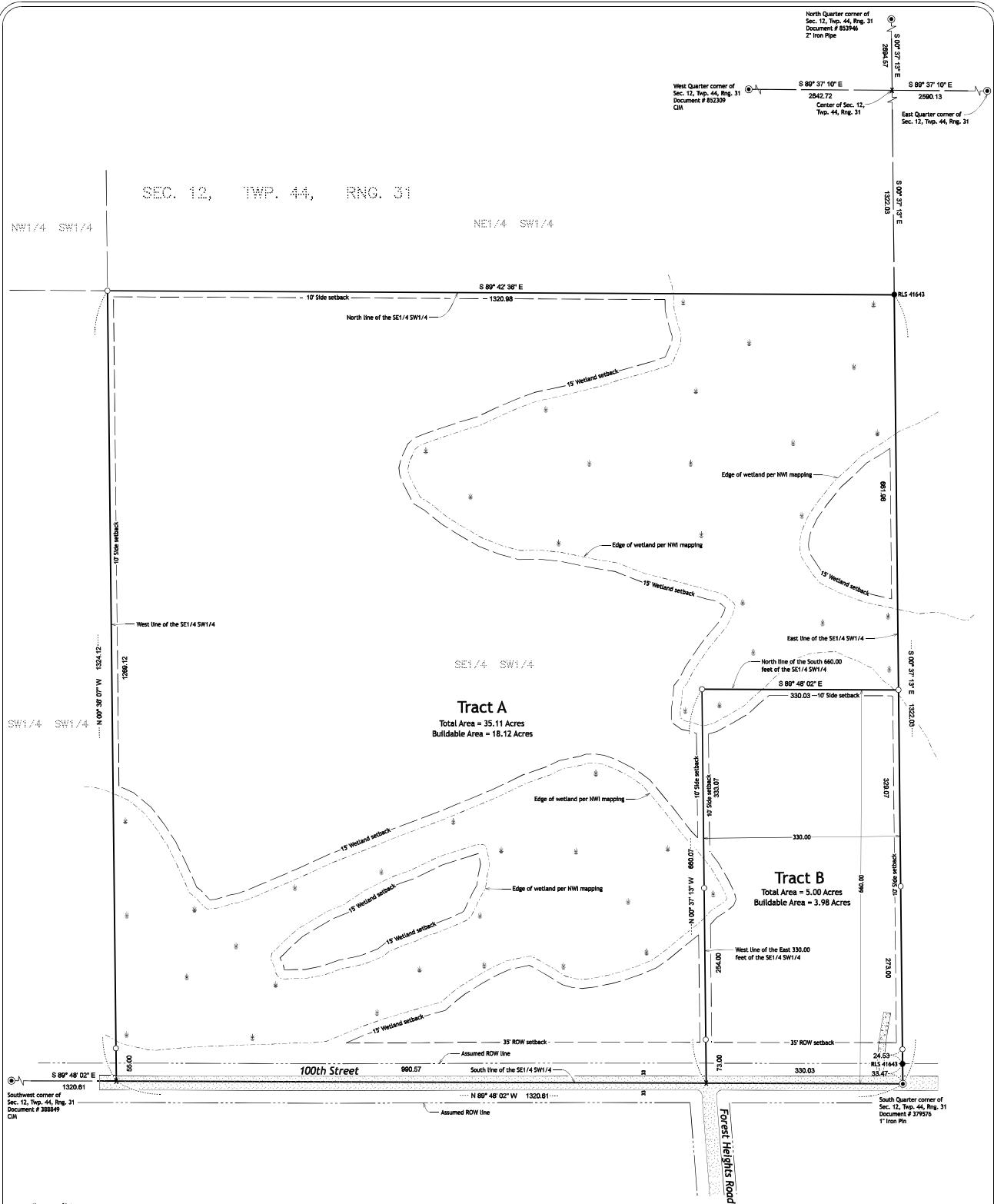
100th Street Brainerd no 911# declaredProperty ID # 56120515
(8 digit # on tax statement)Zoning District Ag/Forest

Nature of request (select only one):

Preliminary Plat ☐Final Plat ☐Metes and Bounds ☐Rezoning ☒Proposed New Zoning District Ag/Forest

Note: Applicants may apply for Preliminary Plat and Final Plat at the same time, but they must be on separate applications. Preliminary Plat and Final Plat hearings will not be held at the same meeting. Effective date of Final Plat application will be the date of Preliminary Plat approval.

REVISED: JANUARY, 2023



Surveyor's Notes

The property address for the subject property is:

Not Declared

The Parcel Number for the subject property is 56120515.

The current zoning classification for the subject property is Agriculture/Forestry.

This survey was completed without the benefit of a title commitment or title opinion, there may be easements or other limiting factors that affect the subject property that are not shown on this survey.

All structure setbacks should be verified Crow Wing Township prior to any construction.

Proposed Legal Description Tract A

The Southeast Quarter of the Southwest Quarter of Section 12, Township 44 North, Range 31 West, Crow Wing County Minnesota, EXCEPT the South 660.00 feet of the East 330.00 thereof.

Said tract contains 35.1 acres, more or less, and is subject to any restrictions, reservations & easements of record, if any.

Proposed Legal Description Tract B

The South 660.00 feet of the East 330.00 of the Southeast Quarter of the Southwest Quarter of Section 12, Township 44 North, Range 31 West, Crow Wing County Minnesota.

Said tract contains 5.0 acres, more or less, and is subject to any restrictions, reservations & easements of record, if any.

Legal Description per Document Number A-922566

The Southeast Quarter of the Southwest Quarter (SE1/4 SW1/4), and the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4), Section 12, Township 44, Range 31, Crow Wing County, Minnesota.

PROPERTY BOUNDARY LEGEND

- SET IRON PIPE WITH CAP STAMPED "KRAMER 23668"
- FOUND IRON MONUMENT
- X COMPUTED POSITION
- GOVERNMENT SECTION CORNER MONUMENT


MAPPING LEGEND

- WETLAND
- GRAVEL
- BITUMINOUS

ORIENTATION OF THIS BEARING
SYSTEM IS BASED ON THE CROW WING
COUNTY COORDINATE SYSTEM


0 80 160
SCALE IN FEET

NO.	REVISIONS SINCE INITIAL DATE OF	DATE



KRAMER LEAS DELO
SURVEYING • ENGINEERING • PLANNING
BRANDON ST. CLOUD

I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
AND THAT I AM A DULY REGISTERED LAND SURVEYOR
UNDER THE LAWS OF THE STATE OF MINNESOTA.

Signature:  Date: 01/04/2024
James Kramer, MN License No. 23668

PROJECT NO. J0HNT2301

CERTIFICATE OF SURVEY
Topographic and Property Boundary Survey

Tim & Jenny Johnson
Section 12, Township 44 North, Range 31 West
Crow Wing County, Minnesota

Sheet No. 1 of 1

CERTIFICATE OF COMPLIANCE

Crow Wing Township
6930 Cuyuna Avenue SW
Brainerd, MN 56401

1. Date Reviewed by the Township: February 5, 2024

2. Property Owner and/or PIN:

Gregory and Charlotte Willis
Existing Property Parcel ID: 56120515

3. Legal Description:

Tract A:

The Southeast Quarter of the Southwest Quarter of Section 12, Township 44 North, Range 31 West, Crow Wing County Minnesota, EXCEPT the South 660.00 feet of the East 330.00 thereof.

Said tract contains 35.1 acres, more or less, and is subject to any restrictions, reservations & easements of record, if any.

Tract B:

The South 660.00 feet of the East 330.00 of the Southeast Quarter of the Southwest Quarter of Section 12, Township 44 North, Range 31 West, Crow Wing County Minnesota.

Said tract contains 5.0 acres, more or less, and is subject to any restrictions, reservations & easements of record, if any.

Meets Subdivision Request

Date: February 5, 2024

Signed: _____

Crow Wing Township Planning Commission Chair, Brad Arnold

[illegible]

On this _____ day of _____, 2024, before me, a Notary Public for this County, personally appeared _____ to me personally known, who, being by me duly sworn did say that he is the Zoning Administrator for Crow Wing Township, a Minnesota Township named in the foregoing instrument, and that said instrument was signed on behalf of said corporation by authority of its Planning Commission and acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Crow Wing Township
Zoning Administration
6930 Cuyuna Avenue SW
Brainerd, MN 56401

STAFF MEMO

Community: Crow Wing Township	Month: February 5, 2024
Agenda Section: New Business	Item: Minor Subdivision

PREVIOUS PLANNING COMMISSION REVIEW OR ACTION: Previous Approval.

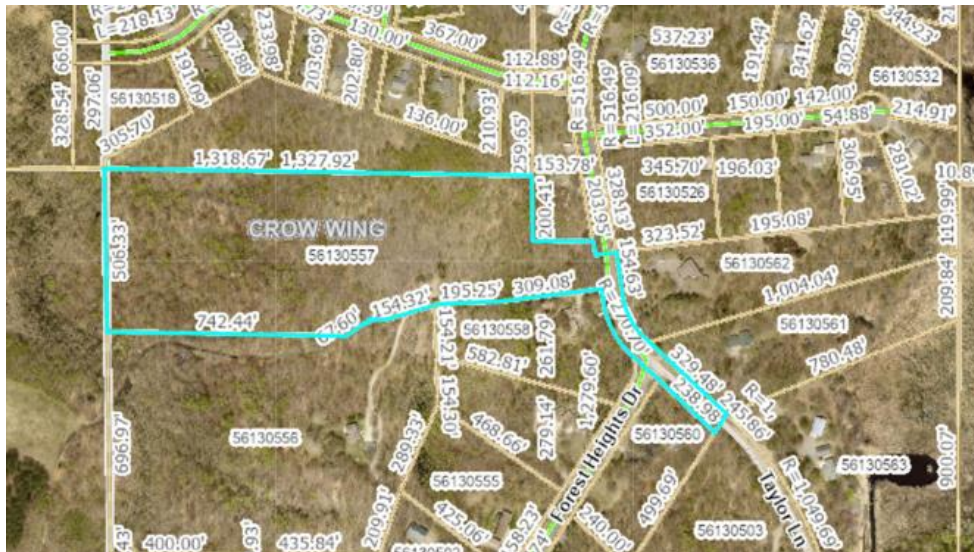
PREVIOUS TOWN BOARD REVIEW OR ACTION: Review.

COUNTY REVIEW AND IMPACTS: None.

PROPOSED BUDGET/FISCAL IMPACT: None.

BACKGROUND:

A request has been made for a minor subdivision located at PID 56130537.



The current parcel has 15 deeded acres. The lot is proposed to be subdivided into two parcels: Parcel A 7.14 acres and Parcel B 7.85 acres. The proposed lots will continue to be zoned Agricultural/Forestry. When a plan to develop the property is received, the property will then be considered for a rezone. Subdividing the property and rezoning to residential is in line with the comp plan and future land use.

ATTACHMENTS: Land Survey and Supporting Documents.

PLANNING COMMISSION ACTIONS REQUESTED: Approve.

502

00770

Business Process

PROPOSED PARCEL A
AREA = 714 ACRES
TO BE ATTACHED TO PD 581017

PROPOSED PARCEL B
AREA = 7.85 ACRES

EXISTING LEGAL DESCRIPTION:

[illegible]

PROPOSED PARCEL A LEGAL DESCRIPTION:

[illegible]

PROPOSED PARCEL B LEGAL DESCRIPTION:

[illegible]

LEGEND

WETLAND DELINEATED
DENOTES FOUND MONUMENT
DENOTES SET 1/2"x14" UICW PAPER

GENERAL NOTES

1. No search for statements or restrictions, recorded or unrecorded, was made by the Surveyor.
2. Hearings shown are based upon the Crow Wing County Coordinate System.
3. The underground utilities shown have been located from field survey information. The surveyor makes no guarantee that the utilities shown comprise all such utilities in the area, either in service or abandoned.
4. The wetlands were delineated by Bruce Wetland Service on 11/12/22.

Lakes Area
SURVEYING LLC

24314 SMILEY ROAD, SUITE C
NISSWA, MN 56468
OFFICE (218) 961-0090

LAS

WAYNE HARTMAN
2532 S KOERING ROAD
FORT RIPLEY, MN 56449

Prepared for:

Crew:	EAN
Checked:	POH
Drawn:	TTS
Record Drawing by/date:	

Revisions:

I hereby certify that this plan 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.

Terry T. Strus

Terry T. Strus
 Date: 12/7/23 License No. 50319

Date: 11/27/23

23-272 CFE01 dwd

CERTIFICATE OF SURVEY

Crow Wing County, Minnesota

CERTIFICATE OF COMPLIANCE

Crow Wing Township
6930 Cuyuna Avenue SW
Brainerd, MN 56401

1. Date Reviewed by the Township: February 5, 2024

2. Property Owner and/or PIN:

Wayne Hartman
Existing Property Parcel ID: 56130537

3. Legal Description:

Tract A:

That part of the Northwest Quarter of the Southwest Quarter, Section 13 Township 44 North, Range 31 West, Crow Wing County, described as follows: Beginning at the Northwest Corner of the Northwest Quarter of the Southwest Quarter; thence South 88 degrees 58 minutes 51 seconds East, assumed bearing, along the north line of said Northwest Quarter of the Southwest Quarter, a distance of 1328.07 feet to the Northeast Corner of said Northwest Quarter of the Southwest Quarter; thence South 0 degrees 18 minutes 58 seconds East, along the east line of said Northwest Quarter of the Southwest Quarter, distance of 200.05 feet to the southwest corner of Lot 1, Block 2, FOREST HEIGHTS, according to the plat thereof on file in the Crow Wing County Recorder's Office; thence North 88 degrees 58 minutes 51 seconds West, a distance of 1176.23 feet; thence South 00 degrees 49 minutes 08 seconds East, a distance of 306.24 feet; thence North 88 degrees 58 minutes 51 seconds West, a distance of 150.08 feet to the west line of said Northwest Quarter of the Southwest Quarter; thence North 00 degrees 49 Minutes 08 seconds East along said west line, a distance of 506.34 feet to the point of beginning.

Tract B:

That part of the Northwest Quarter of the Southwest Quarter, and that part of the Northeast Quarter of the Southwest Quarter, all in Section 13, Township 44 North, Range 31 West, Crow Wing County, described as follows: Commencing at the Northwest Corner of the Northwest Quarter of the Southwest Quarter; thence South 88 degrees 58 minutes 51 seconds East, assumed bearing, along the north line of said Northwest Quarter of the Southwest Quarter, a distance of 1328.07 feet to the northeast Corner of said Northwest Quarter of the Southwest Quarter; thence South 0 degrees 18 minutes 58 seconds East, along the east line of said Northwest Quarter of the Southwest Quarter; a distance of 200.05 feet to the southwest corner of Lot 1, Block 2, FOREST HEIGHTS, according to the plat thereof on file in the Crow Wing County Recorder's Office; thence North 88 degrees 58 minutes 51 seconds West, a distance of 1176.23 feet to the point of beginning; thence return South 88 degrees 58 minutes 51 seconds East, a distance of 1176.23 feet to the southwest corner of Lot 1, Block 2, FOREST HEIGHTS; thence continue South 88 degrees 58 minutes 51 seconds East along the south line of Lot 1, Block 2, FOREST HEIGHTS, a distance of 186.75 feet; thence South 9 degrees 49 minutes 34 seconds East, a distance of 43.89 feet along the westerly line of said FOREST HEIGHTS DRIVE to the southwest corner of said FOREST HEIGHTS DRIVE; thence South 9 degrees 49 minutes 34 seconds East, a distance of 105.08 feet along the southerly projection of the westerly line of said FOREST HEIGHTS DRIVE; thence South 82 degrees 30 minutes 05 seconds West, a distance of 309.07 feet; thence South 87 degrees 41 minutes 09 seconds West, a distance of 195.25 feet; thence South 73 degrees 22 minutes 52 seconds West, a distance of 172.16 feet; thence North 88 degrees 43 minutes 59 seconds West, a distance of 53.86 feet; thence South 1 degree 16 minutes 01 second West 8.00 feet; thence Southwesterly 15.59 feet along a curve concave to the south not tangent to the last described line, said curve having a radius of 25.77 feet, a central angle of 34 degrees 39 minutes 23 seconds and a chord bearing south 73 degrees 56 minutes 20 seconds west 15.35 feet; thence South 56 degrees 36 minutes 38 seconds West 67.60 feet tangent to the last described curve; thence North 88 degrees 58 minutes 51 seconds West, a distance of 592.20 feet to the intersection with a line that bears South 00 degrees 49 minutes 08 seconds East from the point of beginning; thence North 00 degrees 49 minutes 08 seconds West, a distance of 306.24 feet to the point of beginning.

Meets Subdivision Request

Date: February 5, 2024

Signed: _____

Crow Wing Township Planning Commission Chair, Brad Arnold

[illegible]

On this _____ day of _____, 2024, before me, a Notary Public for this County, personally appeared _____ to me personally known, who, being by me duly sworn did say that he is the Zoning Administrator for Crow Wing Township, a Minnesota Township named in the foregoing instrument, and that said instrument was signed on behalf of said corporation by authority of its Planning Commission and acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Crow Wing Township
Zoning Administration
6930 Cuyuna Avenue SW
Brainerd, MN 56401