

# Crow Wing Township Planning Commission Meeting February 5, 2024, 6:00 PM

**Commission Members Present:** Brad Arnold (Chairman), Commissioners Linda Schuety, David Nelson, Dan Lee, Paul Stephany (Township Board Supervisor), Scott Saehr (Planning & Zoning Administrator), & Sue Kern (Township Clerk). 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 and David added items to the agenda for discussion.

**Approval of Minutes:** The December 4, 2023, meeting minutes were reviewed. David made the motion to approve the minutes as written. Linda seconded. No discussion. Passed 4-0. Dan abstained as he was not present at that meeting. The Commission did not meet in January.

**Open Forum:** None.

**New Business: SD 01-24 Johnson Subdivision:** Jenny & Andrew Johnson were present, so their matter was discussed first. The Johnson's have been in communication with Scott regarding a minor subdivision for PID 56120515. The 40.11-acre parcel split 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. Survey has been completed. Scott has put together a Certificate of Compliance. The 5-acre piece is high ground and would compare with surrounding properties. Paperwork was notarized and signed by Chairman Arnold and the Johnson's paid the appropriate fees.

**Old Business: Outstanding Complaints:** Juairé and Niesen complaints were discussed. Niesen brought in a dumpster and is working on the complaint and is cooperative. Juairé's had no measurable progress. Brad thought a letter should be sent and a timeline should be put in place for May and a date will be set for an inspection. The letter would indicate that legal action may be needed. **Jackson property:** Sheriff Klang, Supervisor Doug Kern and Chairman Brad Arnold inspected the property, and a follow up letter has been sent to the Jackson's. There was a small collapsed shack, a camper, a fish house and there appeared to be no activity other than coming and going. Other debris and rubble such as a water heater and barrel have been dumped there. The gate has not been locked. The letter indicated clean up should take place by April 15<sup>th</sup> and to lock the gate. Law enforcement will continue to monitor the property. **Gerhardt property:** Brad has inspected this property and there does not really seem to be a violation. Other property violations will be monitored as needed.

**New Business: 2023 Annual Community Development Report** was reviewed and approved. The report was very detailed and informative. The Commission thanked Scott for the report. The town board treasurer report was reviewed, and the P&Z financials are consistent and balanced. The **2024 Calendar** was reviewed. The **2024 Fee Schedule** was reviewed and approved. Violation complaints and fees were discussed at length. Complaints require inspections and clerical time of letters. Fees may need to be put in place for time of the P&Z Administrator, the Chairman, the Commission, and the Clerk. An action plan was discussed and planned to be put in place by this Spring. No action was taken at this meeting,

but the matter will be brought forward to the next meeting. **SD 02-24 Hatch Subdivision:** The matter was reviewed, and it was noted the property would be land locked and a deeded access would be needed. No action was taken.

**P&Z Administrator's Report:** The policy/procedure of election of officers was reviewed. Dan nominated Brad to be the Chair. David seconded that nomination. Linda nominated David to be Vice Chair. Dan seconded that nomination. There were no other nominations. Brad was accepted as Chair and David was accepted as Vice Chair by the Commission.

The ordinance language regarding parking in the right of way was reviewed.

**Town Board Correspondence:** None.

**Adjournment:** Dan made a motion to adjourn. Linda seconded. No discussion. Motion carried 5-0. The meeting adjourned at 7:16 pm.