
CROW WING TOWNSHIP
PLANNING AND ZONING COMMISSION

AGENDA

Monday August 4, 2025 6:00 PM

1. Call to Order
2. Roll Call
3. Additions or Deletions to Agenda
4. Public Hearing(s)
5. Open Forum
6. Approval of Minutes
 - a. July 7, 2025
7. Old Business
 - a. Outstanding Complaints
8. New Business
 - a. Meeting with County – Consolidation of Parcels
9. Planning and Zoning Report
 - a. Application Requests and Updates
 - b. Review of Permits
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, July 7, 2025, 6:00 PM

Commission Members Present: Chairman Brad Arnold, David Nelson (Vice Chair), Dan Lee, Jon Kolstad, Paul Stephany (Township Board Supervisor), Scott Saehr (Planning and Zoning Consultant) and Sue Kern (Township Clerk). Brad called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.

Additions or Deletions: Paul added discussion regarding the Jackson and Jay Street properties.

The owners of **8789 50th Avenue** were present at the meeting and their property was discussed first. They want to place a small park model home permanently and intend to live there seasonally. The ordinance does not specifically speak to this situation as this is not being used as a recreational vehicle. The Commission agreed that they should get a temporary permit and then get a conditional use permit rather than get an annual permit.

Public Hearings: Conditional Use Permit for 11191 Town Hall Street: Residents are seeking a CUP to address erosion on their property along the Mississippi River. MN DNR, Mississippi Headwaters, Crow Wing County Soil and Water and Emmons & Oliver Resources, Inc (EOR) have worked together to come up with a plan to repair the washout and the residents need a CUP from the Planning Commission to move 200 cubic yards of soil to assist in repairing the erosion. Neighboring residents were notified of the public hearing and several were in attendance. They asked multiple questions and those questions were answered. The organizations listed above are overseeing the project. Concerns were raised regarding the wear and tear of the road with large equipment driving back and forth. The project is funded primarily by the landowner with some cost sharing with Soil & Water. Brad read the findings of fact which are listed in the agenda packet entirely. Jon made a motion to approve the conditional use permit and added conditions to follow the requirements listed in the application during and after construction according to the plan according to Article 41 of the Land Use Ordinance, implementation of an erosion and sediment control plan utilizing best management practices, maintain shoreland vegetation buffer standards section 27.2 for bluffs and steep slopes, any future development of this parcel shall get prior approval from the township before disturbing the vegetation or soils on the parcel, to ensure to the best of their ability decontamination for invasive species of the equipment and to move the chicken coop to meet setbacks from the bluff. Dan seconded the motion. Passed 5-0. Scott stated that road weight restrictions are to be maintained. The project will take place this Fall, and they are to notify the township before starting. The Public Hearing ended at 6:55 pm.

Open Forum: A resident at **6709 Brandon Way** was present requesting to fill in the ditch and plant grass. He has been referred to the Township Board.

The resident of **10872 Town Hall Street** was present requesting to subdivide his parcel of land into two 10-acre parcels. The question remains if the parcel is a full 20 acres as it may be 19.98 or 20.1 acres. It may be rezoned. Scott recommended a survey be done.

Approval of Minutes: Dan made a motion to accept June 2, 2025, meeting minutes as written. Jon seconded the motion. Passed 5-0.

Old Business: Outstanding Complaints: The **Jackson** property is quiet. **7026 Wels Avenue** has gone backwards, and the owners are difficult to reach. A letter will be sent. The owner of **9507 Forest Heights Drive** is not following through with mowing and cleaning up. A letter will be sent. The **Estate Circle** property has made progress and is not bad.

New Business: Application for 7130 North Koering Road Land Use Permit: The Crafted Orchard is looking to build a structure. All details are in the Agenda Packet. Jon made a motion of support if it meets the requirements in the ordinance for lighting and screening. Dan seconded the motion. Brad abstained as Hytec will be doing the construction. Motion passed 4-0 with one abstention.

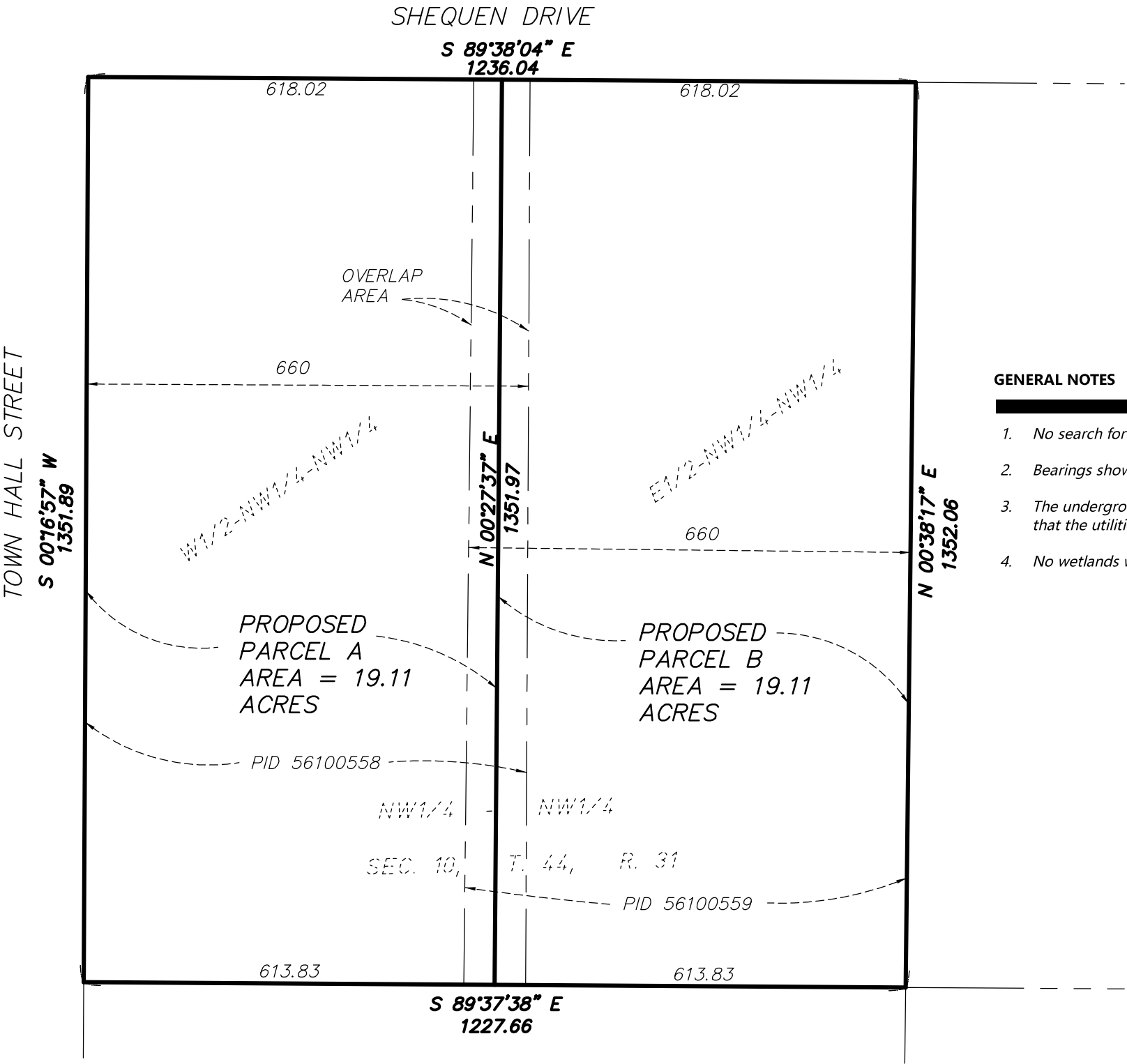
PZ Administrator's Report: Scott gave his report including the multiple lot splits and re-zones.

Town Board Correspondence: None.

Jon mentioned Chris Pence will be doing zoning administration training.

Adjournment: Being no further business, meeting adjourned at 8:07 pm.

SKETCH OF DESCRIPTION



PROPOSED PARCEL A

The West Half of the Northwest Quarter of the Northwest Quarter of Section 10, Township 44 North, Range 31 West, Crow Wing County, Minnesota.

Subject to easements, reservations and restrictions of record.

PROPOSED PARCEL B

The East Half of the Northwest Quarter of the Northwest Quarter of Section 10, Township 44 North, Range 31 West, Crow Wing County, Minnesota.

Subject to easements, reservations and restrictions of record.

GENERAL NOTES

1. No search for easements or restrictions, recorded or unrecorded, was made by the Surveyor.
2. Bearings 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 guarantees that the utilities shown comprise all such utilities in the area, either in service or abandoned.
4. No wetlands were delineated as a part of this survey. No improvements were located for the purpose of this sketch.

I hereby certify that this survey 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.

Paul Herkenhoff 7-29-25
Paul Herkenhoff, R.L.S. Date
License No. 45875

REQUESTED BY:

JENSEN

Lakes Area
SURVEYING
LLC.

4962 COMMONS DR. UNIT E-2
NISSWA, MN 56468
OFFICE (218) 961-0090



Drawn by:

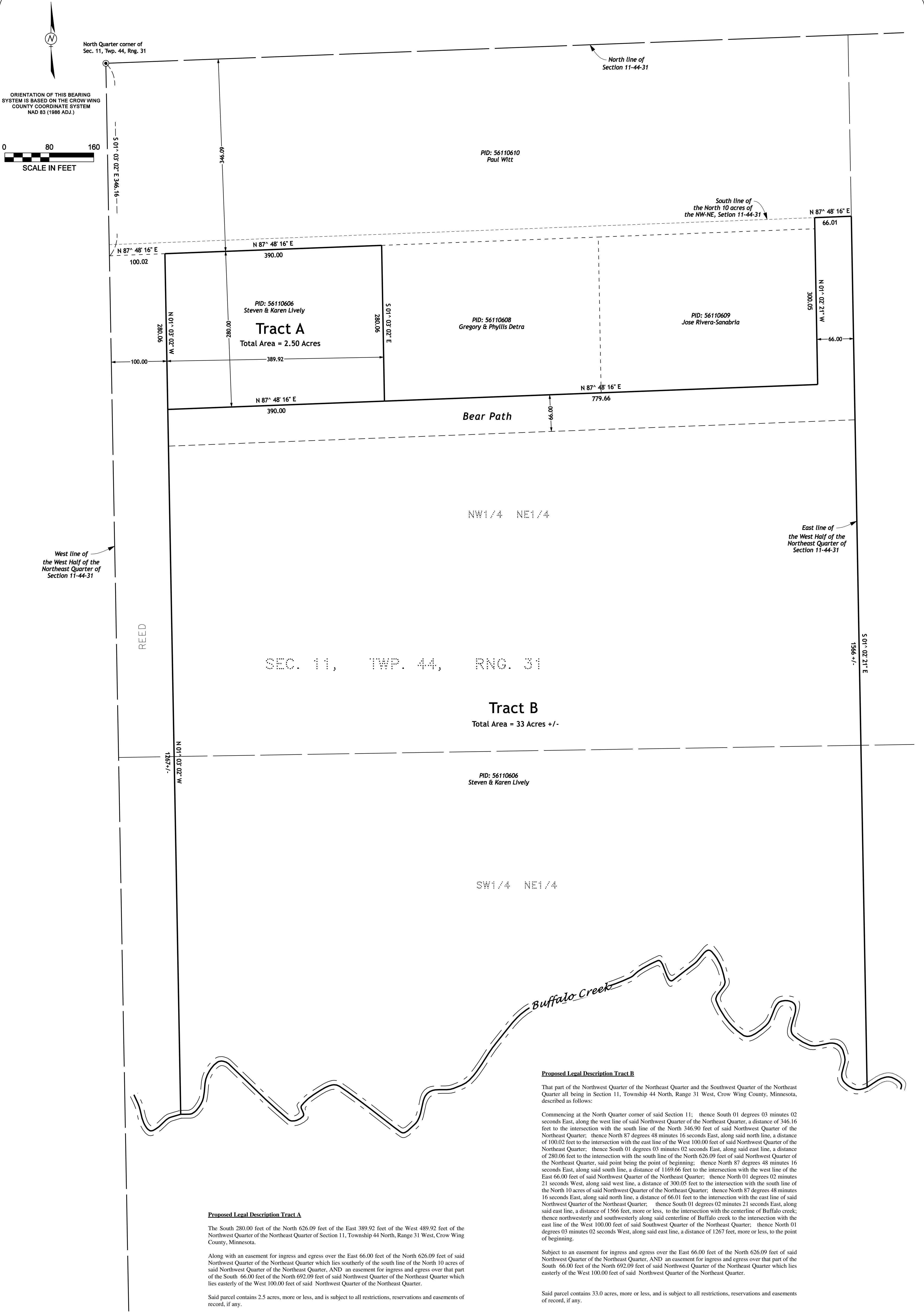
PDH

Date:


07/29/25

Job No:

25-220



| NO. | REVISIONS SINCE INITIAL DATE OF | DATE |
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1120 Industrial Park Road
Brainerd, MN 56401
218-829-5333

13 North 11th Avenue
St. Cloud, MN 56303
320-259-1288

KRAMER LEAS DELEO
SURVEYING • ENGINEERING • PLANNING
BRainerd 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: *James Kramer* 7/25/2025
James Kramer, MN License No. 23668 Date

PROJECT NO. LIVES2501

SKETCH OF DESCRIPTIONS

Steve Lively
10876 Bear Path
City of Brainerd, County of Crow Wing, State of Minnesota
Located in Section 11, Township 44 North, Range 31 West

| Permit # | Date Approved | PID # | Last Name | Address | Description | SSTS | Fee |
|----------|---------------|----------|-----------|----------------------------|---------------------------------------------------------------|------|------------|
| P01-25 | | 56100506 | Danilyuk | 7370 Hunter Circle | Two small cabins proposed and a future primary dwelling | X | \$250.00 |
| P02-25 | 2/9/2025 | 56080510 | Johnson | 5796 Brandon Way | New Wireless Facilities 199' lattice Tower | X | \$400.00 |
| P03-25 | 3/10/2025 | 56160503 | Swenson | 6305 Estate Circle Drive | To construct a 27x58 Manufactured home | X | \$500.00 |
| P04-25 | 3/26/2025 | 56300515 | Reikofski | 7122 N Koering Road | To construct a 60' x 100' pole building | X | \$775.00 |
| P05-25 | 3/25/2025 | 56080516 | Tobin | 10083 Crow Wing Heights Dr | To construct a 40x60 pole building | X | \$500.00 |
| P06-25 | 3/26/2025 | 56150510 | Burton | 7801 Lone Oak Road | To construct a 30'x36' garage additon | N/A | \$100.00 |
| P07-25 | 5/5/2025 | 56220515 | Schermer | 8597 St. Mathias Road | To construct a 32' x 66' House and Attached Garage | X | \$750.00 |
| P08-25 | 5/9/2025 | 56150529 | Thorson | 9311 Lone Oak Circle | To construct a 24' x 24' detached garage | N/A | \$250.00 |
| P09-25 | 5/22/2025 | 56110564 | Booth | 8605 County Road 123 | To construct a new single family home | X | \$1,025.00 |
| P10-25 | 5/9/2025 | 56230514 | Morley | 8230 St. Mathias Road | To construct a 26' x 32' pole garage | N/A | \$250.00 |
| P11-25 | 5/26/2025 | 56170509 | Winterowd | 9858 Arielle Drive | To construct a 18' x 21' accessory shed | N/A | \$150.00 |
| P12-25 | 6/13/2025 | 56350501 | Koering | 6834 St. Mathias Road | To construct a 24' x 36' slab AND 3,840 structure at 15' high | X | \$1,250.00 |
| P13-25 | 7/17/2025 | 56030510 | Deason | 11191 Town Hall Street | CUP for 200 cubic yards for erosion repair on Mississippi | N/A | \$200.00 |
| P14-25 | 6/25/2025 | 56300513 | Litchy | 7130 N Koering Road | 80' x 42' x 20' High Building for Storage and Orchard | N/A | \$750.00 |
| P15-25 | 7/7/2025 | 56120533 | Johnson | 9494 100th Street | To construct a 28' x 52' house | X | \$775.00 |
| P16-25 | 7/10/2025 | 56190523 | Hardies | 8789 50th Avenue | To place a 11.5' x 35.5' park model strcuture on the property | X | \$250.00 |
| P17-25 | 7/11/2025 | 56170505 | Fuglseth | 5435 Erin Road | To build a screen porch on existing concrete lab | X | \$150.00 |
| P18-25 | 7/17/2025 | 56130518 | Praught | TBD Black Bear Trail | To construct a 40' x 45' slab house with attached garage | X | \$500.00 |
| P19-25 | | | | | | | |

2025 SSTS Installations

[illegible]

2025 Compliance Inspections

| PID | Address | First Name | Last Name | Commerical Name | Septic Inspector | License # | Date Received | Pass or Fail |
|----------|-------------------------------|------------|--------------------|-----------------|-----------------------------------|-----------|---------------|--------------|
| 56160540 | 6113 Estate Circle | Kathy | Caffrey | N/A | Maschler Septic Consultants | L2264 | 3/24/2025 | Pass |
| 56020510 | 11534 Fireball Drive | N/A | N/A | Tauges Trust | 218 Septic | L4197 | 3/24/2025 | Pass |
| 56090626 | 6940 Holmes Avenue | Mike | Degen | N/A | Martin Joyce Septic Service, Inc. | L2129 | 4/1/2025 | Pass |
| 56110581 | 8133 Lucky Lane | Bernadel | Debee | N/A | Martin Joyce Septic Service, Inc. | L2129 | 3/28/2025 | Pass |
| 56170521 | 9555 Libby Lane | Joshua | Schueller | N/A | Martin Joyce Septic Service, Inc. | L2129 | 4/15/2025 | Pass |
| 56230514 | 8230 St. Mathias Road | June | Hunter | N/A | Martin Joyce Septic Service, Inc. | L2129 | 4/15/2025 | Pass |
| 56080516 | 10083 Crow Wing Hieghts Drive | Trevor | Tobin | N/A | Martin Joyce Septic Service, Inc. | L2129 | 4/24/2025 | Pass |
| 56230516 | 8446 St. Mathias Road | Loren | Patnode | N/A | Maschler Septic Consultants | L2264 | 5/9/2025 | Pass |
| 56170505 | 5435 Erin Road | Reed | Fuglseth | N/A | BT Services - Bob Bartel | L2088 | 9/17/2024 | Pass |
| 56290520 | 7651 Wetherbee Road | Weiss | Douglas | N/A | Martin Joyce Septic Service, Inc. | L2129 | 7/17/2025 | Pass |
| 56290521 | 7713 Wetherbee Road | Rogers | Jeffery & Virginia | N/A | Martin Joyce Septic Service, Inc. | L2129 | 7/17/2025 | Pass |
| 56100558 | 10872 Town Hall Street | Michael | Jensen | N/A | 218 Septic | L4197 | 7/15/2025 | Pass |
| 56020533 | 11213 Greenwood Street | Llyod | Frank | N/A | 218 Septic | L4197 | 7/22/2025 | Fail |
| 56130559 | 9413 Forest Heights Drive | Daniel | Tisdell | N/A | 218 Septic | L4197 | 7/24/2025 | Pass |
| 56350515 | 6740 St. Mathias road | Tim | Koering | N/A | Maschler Septic Consultants | L2264 | 7/27/2025 | Pass |
| | | | | | | | | |
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2025 Conditional Use Permits

| Permit # | Date Received | Date Approved | PID # | Last Name | Address | Description | Fee |
|----------|---------------|---------------|----------|-----------|------------------------|-----------------------------------------------------------|----------|
| CUP01-25 | 5/16/2025 | 7/10/2025 | 56030510 | Deason | 11191 Town Hall Street | CUP for 200 cubic yards for erosion repair on Mississippi | \$600.00 |
| CUP02-25 | 7/30/2025 | | 56190523 | Hardies | 8789 50th Avenue | To move in an RV/Park Model for permeant summer residence | \$600.00 |
| | | | | | | | |

2025 Subdivisions

| Permit # | Date Received | Date Approved | PID # | Last Name | Address | Description | Fee |
|----------|---------------|---------------|----------|-----------|------------------------|----------------------------|----------|
| SL01-25 | 7/14/2025 | 7/23/2025 | 56100549 | Bachman | 10241 St. Mathias Road | BLA of Two Parcels | \$100.00 |
| SL02-25 | 7/25/2025 | | 56110606 | Lively | 10876 Bear Path | BLA of Two Parcels | \$100.00 |
| SL03-25 | 7/2/2025 | 7/7/2025 | 56180507 | Magness | XXXX 50th Avenue | Administrative Subdivision | \$175.00 |
| SL04-25 | | | | | | | |