

Memorandum

To: Windemere Township

From: Kim Lindquist, Zoning Administrator

Date: March 18th, 2026

Re: 03-05-2026 Draft Zoning Ordinance, 03-02-2026 Draft Comprehensive Plan, and 03-09-2026 Draft Land Use Plan Map Revisions and Discussion Items

As staff continue to review the zoning ordinance and comprehensive plan and make formatting changes, there are some items we noted that were inconsistent with prior discussions, were not in the appropriate location, or were unnecessary. The following modifications are recommended. If the Commission finds them acceptable, the Commission can reference these changes in the motion.

The following changes were made to the draft Zoning Ordinance:

- 2.1 Definitions
 - o “95. **Outlot.** “Outlot” means a parcel of land designated on a plat which may be intended for future development purposes that is restricted from private development or use and will be replatted in accordance with an adopted preliminary plat. Or it may be an undevelopable platted parcel due to topography, the presence of wetlands or some other restriction which precludes site development.” was added
- 3.3 District Regulations
 - o In section 3.3.5, the below language was added.
 - 8. In all zoning districts where agricultural uses are permitted, agricultural buildings up to a total of 12,000 sq feet. shall be permitted with an approved zoning permit, if all three standards are met as found in MN Statutes 326B.103 Subd. 3. Properties within the R-2 district over 20 acres and meeting the impervious surface requirements may also have accessory buildings up to 12,000 sq ft with a zoning permit. The standards are listed below:
 - A. Structure must be on agricultural land as determined by the governing assessor for municipality or county under MN Statue Section 273.13, subdivision 23
 - B. The structure must be designed, constructed, and used to house farm implements, livestock, or agricultural products under MN Statue Section 273.13, subdivision 23
 - C. The structure must be used by the owner, lessee, and sublessee of the building and members of their immediate families, their employees, and persons engaged in the pickup or delivery of agricultural products.
- 3.6 Summary Table
 - o “Note 5 – Side yard setbacks for R-2 residential shall be 25’ in the Shoreland Overlay District” was removed.
 - Side yard setbacks for the shoreland overlay district are addressed in section 10.11.2 of the ordinance.
 - o With the deletion of note 5, note 6 was updated to be note 5

- 10.11 Lot Dimensions, Placement, Design, and Height of Structures
 - o 10.11.1 **Lot Dimensions.** In any shoreland district new lots must meet the following minimum dimensions:
 - 1. Lot size: 5 acres except for the following:
 - A. Triplex (Non-Riparian): 5.5 acres
 - B. Quad (Non-Riparian): 7.34 acres
 - 2. Lot width: 300 feet except for the following:
 - A. Duplex (Non-Riparian): 400 feet
 - B. Triplex (Riparian): ~~300~~ 400 feet
 - C. Triplex (Non-Riparian): ~~375~~ 600 feet
 - D. Quad (Riparian): ~~375~~ 500 feet
 - E. Quad (Non-Riparian): ~~400~~ 800 feet
 - These changes were made as a requirement of the DNR to match what is required in state statute and Pine County.
- 10.13 Placement and Design of Roads, Parking Areas, and Driveways
 - o 10.13.2 “Documentation must be provided by a licensed engineer that all roads and commercial and multifamily housing parking areas are designed and constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local soil and water conservation district, or other applicable technical materials.”
 - The word commercial was added to specify what types of parking areas need a licensed engineer.

The following changes were made to the draft Comprehensive Plan:

- 2.0 Policy Changes - Shoreland Areas
 - o Table 1 - The structure setbacks from the OHW on Recreational Development lakes changed from 150 feet for both sewerred and unsewerred lots to 100 feet for unsewerred lots and 75 feet for sewerred lots. The structure setback from OHW on Tributary Rivers for sewerred lots changed to 75 feet.
 - This was done to align with the setback changes that were made to the zoning ordinance at the public hearing on 03/03/2026.

The following change was made to the draft Land Use Map:

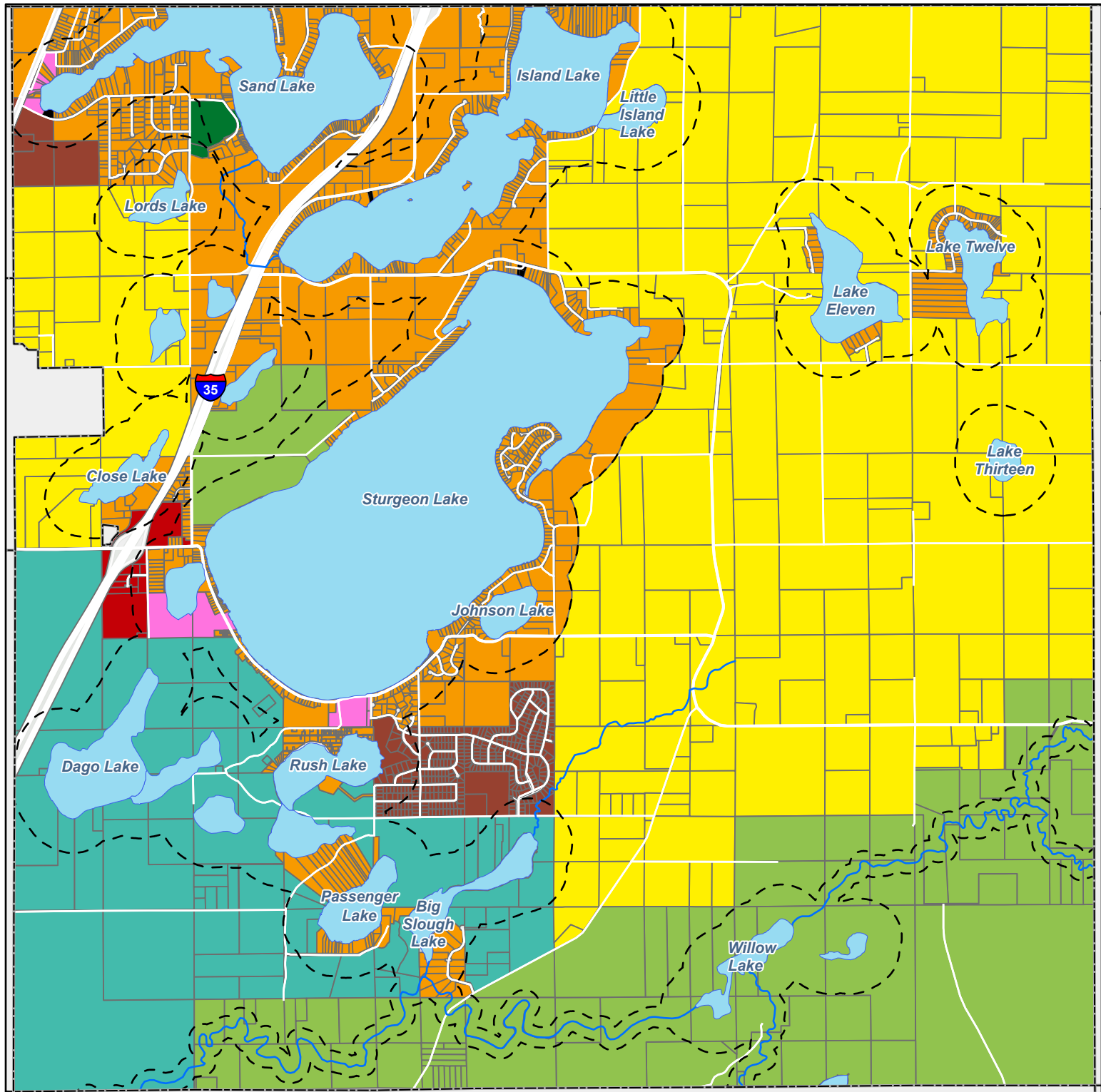
- The name of the Land Use Plan Map was changed to Future Land Use Plan Map
- The following PID was changed from forest management to sensitive area:
 - o PID 330852000
 - This change was made at the 03/16/2026 Planning Commission Special Meeting to align with the draft zoning map and draft shoreland overlay district map.

The following items have been brought to our attention as a matter of discussion:

Section 3.3 District Regulations

3.3.5 The following provisions apply to all zoning districts:

1. No accessory structure or use may be established on a lot in the R-2, R-3 or C-1 zoning district without the establishment of a principal structure or use on the same lot unless the lot is over 40 acres The maximum size of an accessory structure without principal structure in any zoning district shall be 1200 square feet and only one accessory structure is permitted.

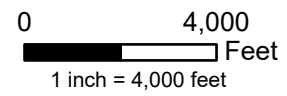


	Shoreland Overlay District		High Density Residential
	DNR Public Watercourses		Rural Agricultural
	DNR Public Waters		Rural Residential
Land Use Classification			Sensitive Area
	Commercial		Campgrounds, Resorts, and Water-Oriented Commercial-Residential
	Forest Management		DNR Public Access
	Golf Courses		

Future Land Use Plan Map

Windemere Township
Pine County, MN

DRAFT
03/18/2026



Findings

In accordance with interim ordinances adopted by the Town Board in 2025, the Planning Commission has studied land use activities in the Town's shoreland areas and subdivisions within the Town, considered regulations in shoreland areas and identified amendments necessary to the Town's land use and subdivision ordinances to create a more unified and consistent set of regulations in a single land use and subdivision ordinance. The Planning Commission has worked extensively with the Town's planning and zoning staff and Town attorney, and following the completion of its study, it finds and determines as follows:

- Amendments to the Town's zoning and shoreland ordinances are necessary for the promotion and preservation of the public health, safety, and welfare of the community. The Town's open spaces, clean air, and natural resources are not merely amenities. They are essential to the well-being of the, the underpinning both our health and our local economy.
- The Town recognizes the importance of implementing thoughtful zoning regulations to protect farmland and forests and ensure the water quality for future generations, who will continue to benefit from vibrant landscapes and strong community bonds.
- The Town's has carefully considered the long-term effects of development, particularly in shoreland areas, and its goal is to recommend policies that balance growth with environmental stewardship, while preserving the unique rural character that defines the Town.
- In completing its study, the Town has also considered the goals and standards set forth in the Town's Comprehensive Plan, including amendments to the Comprehensive Plan, to further supports those goals and standards, including the following:
 - Increasing minimum lot sizes for residential lots that do not have public sewer in all zoning districts.
 - Restricting high-density residential zoning locations that are not served by public sanitary sewer lines.
 - Amending the zoning ordinance to more clearly set forth requirements for the protections of shorelands during the process of reviewing applications for land development.

- Continuing to administer and enforce its zoning districts in a matter that helps protect the Willow River.
 - Restricting the establishment of new commercial campgrounds.
 - Considering regulations for operable and inoperable recreational camping vehicles.
- It is necessary to rescind its prior zoning ordinance and to enact a new, uniformly applied zoning ordinance which includes a new subdivision and shoreland overlay district sections. The Town intends the Windemere Zoning Ordinance as amended to replace any prior zoning, subdivision and shoreland ordinances.
- The uniform ordinance is necessary to clarify, via a zoning map amendment, the property zoning within the community; furthermore, it is necessary to clarify the shoreland ordinance zoning district designations for properties included within the shoreland overlay district.
- It is necessary to adopt a zoning ordinance that is consistent with state statutes and case law and meets the goals, policies and objectives of Windemere Township.
- It is necessary to adopt a shoreland overlay district that is consistent with the DNR shoreland requirements.
- It is necessary to address the issues raised in the interim ordinances, both of which authorized study of the existing shoreland ordinance and subdivision ordinance and potential modification.
- It is necessary to adopt regulations that meet the community goals for protection of existing designated shoreland areas, particularly the enforcement of septic regulations, instituting performance standards and development regulations for the protection and potential enhancement of designated shoreland areas.
- It is necessary to require uniform performance standards for development within the community and ensuring reasonable application of standards to development within Windemere.
- It is necessary to have clear and concise regulations for new development, including subdivision of properties to protect owner's investments in their property

and decrease impacts on adjoining neighbors, the community and the natural environment

- It is necessary to have more stringent standards for property development, especially in the shoreland district to ensure groundwater and surface water are not adversely impacted by proposed development activities which can impact the adjoining lake properties within the community.
- The implementation of permitted, conditional and interim uses affects the public health, safety, and welfare of the community and appropriate performance standards are necessary.
- In consideration of the ordinance, the Town, through its Planning Commission, its Board of Supervisors, and its consultants have reviewed the proposed ordinance language on multiple occasions via public hearings, work sessions and meetings and has considered all submitted comments, both orally and in writing, from Town residents and others (with a list of written comments on file with the Town Clerk and such list of written comments being incorporated herein by reference) such that the Planning Commission and Board of Supervisors believes that it has considered, reviewed and addressed all comments adequately in the record supporting adoption of the ordinance.