

WINDEMERE TOWNSHIP, PINE COUNTY, MINNESOTA

316 Elm Street, Moose Lake, MN 55767

Planning Commission Minutes, December 2, 2025 10:00am

1. Call to Order at 10:00am at 316 Elm Street, Moose Lake, MN 55767 by Vice Chair Vern Anderson II. Meeting opened with Pledge of Allegiance. Board Members Present: Vern Anderson II, Amy Perrine, Dick Herzog, Phil White, and Zoning Administrator Kim Lindquist via zoom. Absent: Paul Horgen
2. Public Comments.
  - a. none
3. Approval of Minutes.
  - a. Planning Commission Meeting 10/07/25. Motion by Perrine to approve the minutes, seconded by Dick Herzog, Motion carried 4-0.
  - b. Special Joint Meeting of Planning Commission and Town Board on 11/12/26 Motion by Anderson II to approve the minutes, seconded by Herzog. Motion carried 4-0.
  - c. Special Joint Meeting of Planning Commission and Town Board on 11/24/26 Motion by Perrine to approve the minutes, seconded by Herzog. Motion carried 4-0.
4. No Town Board Actions to review.
5. No Communications to review.
6. Old Business:
  - a. Zoning Fees. Strike off one-year fee and move to a three-year fee for Short Term Rental permit. Zoning Administrator Lindquist recommended changes to subdivided plat process and remove the minor subdivision fee from that section. Fence fee would be one fee of \$100.00. Planning Commission recommended sending this to the board for review and approval at the 12/2/25 Town Board Meeting.
  - b. Reclassification of multiple lakes. DNR Hydrologist Kelly Condiff discussed public water wetlands and the request to reclassify the basins to Natural Environmental Lake. Perrine wanted clarification on the process to engage the DNR to classify lakes 58007200, 58006600, 58006500, 58006400 and whether a Resolution of the Board and the spreadsheet would suffice. Condiff commented an email from the Board or Planning Commission be sent to him to move forward for the DNR review. Motion by White to update the Resolution to the Board to include the three additional water basins, seconded by Herzog. Motion carried 4-0. Anderson II requested Condiff's assistance with identifying any additional any other water basins.

- c. 2015 Zoning Ordinance Update. Zoning Administrator Kim Lindquist reported on the progress of updating the zoning ordinance. Comments have been received from Attorney Hill with some discussion points requested by Lindquist.
    - a. RV with a principal dwelling for usage/storage. Habitable over 14 days per year requires a permit, must be licensed, and sewage disposal.
    - b. Signage.
    - c. Private driveways not included in zoning ordinance (Attorney Hill recommends separate driveway section).
    - d. PUD – resorts (keep it in)
  - d. 2025 Shoreland Management update. Attorney Hill recommended the Shoreland Ordinance act as an overlay district and include with the updated Zoning Ordinance.
  - e. Zoning Map Amendment. Lindquist requested a zoom meeting with Anderson and Perrine to assist with land uses in the shoreland area and other areas on the map. Goal is to load the Zoning District on the Pine County Beacon digital portal upon approval by the Board.
  - f. New Townhall Financing/Concept. Anderson II discussed progress in obtaining a couple of basic concepts for a new town hall with a goal to have a packet ready for the public in early 2026.
7. New Business: No new business.
8. Zoning Report:
9. Commissioner Other. All commissioners were in favor of submitting claims to the Clerk for all Planning Commission meetings attended in 2025.
10. Motion by Phil White to adjourn the meeting at 11:09am. Second by Dick Herzog. Motion Carried. 4-0.

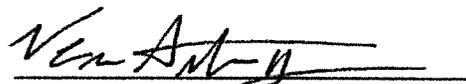
Respectfully Submitted,

Approved:



Amy Perrine, Recorder

Date: 1/29/26



Vern Anderson II, Vice Chair