

WINDEMERE TOWNSHIP-SPECIAL MEETING, PINE COUNTY, MINNESOTA

316 Elm Ave, Moose Lake, MN 55767

Town Board Meeting Minutes, April 7, 2026

- 1) **Meeting Called to Order** at 9:00 AM at 316 Elm Ave, Moose Lake, MN 55767 by Chairman Overland followed by the Pledge of Allegiance. Supervisors Present: Alan Overland, Tony Bahktiari, and Heidi Kroening. Other present: Clerk Treasurer Vickie Snyder and Chair-Planning Commission Vern Anderson. Other Staff: Kim Lindquist, WSB. Remote attendance: Grace Liljenquist, WSB, Jason Hill, Town Law Center -township attorney, Jason Kubachek, Iverson Reuvers Law (township litigation attorney)
- 2) **Presentation – Planning Commission Recommendation** by Planning Commission Chair Vern Anderson who explained Planning Commission's recommendation of the draft comprehensive plan, zoning ordinance, and maps to the Town Board, with goals of protecting farmland, forest, water quality, and rural character while balancing development and environmental stewardship.
- 3) **DNR Comment Response – Zoning Ordinance Changes**: Adoption of changes required/recommended by the Minnesota DNR to bring the draft ordinance into consistency with Pine County and DNR shoreland rules. Key points by Kim Lindquist: Township must be at least as restrictive as DNR and Pine County; can be more restrictive, but not less. DNR requested:
  - a) In sections 10.9.3 and 10.9.5 regarding uses that are allowed in those districts- Expansion of Existing Campgrounds and the Expansion of Existing Manufactured Home Parks -recommend listing them under Planned Unit Development in the Shoreland Overlay District, Commercial section found on page 18. Paragraph B.
  - b) On page 32 in the Minimum Requirements Table in the C-1 Commercial (Unsewered) and C-1(Sewered), it states that both of those districts can have up to 90% impervious coverage, the Pine County rules do not allow over 25% impervious coverage within the Shoreland Zone. Looking at the maps that were provided to the DNR there is a small percentage of land having the Zoning classification of Commercial that falls outside of the Shoreland Zone. DNR advising to expand the use table to differentiate between Shoreland and Non-Shoreland Minimum Requirements.
  - c) See April 2, 2026 memo from WSB to the Windemere Township recommending modification of several items of the ordinance based on the DNR requirements, so that the DNR can approve the ordinance.

**Motion** by Overland to approve the DNR recommendations as stated in the memorandum of April 2, 2026, seconded by Tony Bahktiari. Vote 3-0. Motion carries.

- 4) **Additional Ordinance & Comprehensive Plan Revisions (April 6 Memo)**: Kim Lindquist, WSB, presented the April 6, 2026 memo, including the draft zoning ordinance, draft comprehensive plan, proposed revisions, and other potential changes based on the Planning Commission's recommendations. Those changes included:

- a) RV Parks & PUDs-Remove language that “new recreation vehicle parks are prohibited” to be consistent with allowing them via PUD (including outside shoreland).
- b) Horses in Rural Residential (R-2)-Add language to allow horses on lots >20 acres, at no more than 1 animal unit per 2 grazable acres, and clarify agricultural uses with livestock are otherwise prohibited except for this horse exception.
- c) Agricultural Accessory Building Size-Correct oversight so that agricultural accessory structures up to 12,000 sq ft are permitted as previously decided; the general 1200 sq ft trigger for CUPs will not apply to those ag buildings.
- d) Front Yard Setback Correction- Change a remaining 30 ft reference to 20 ft for consistency across the ordinance.
- e) Settlement-Related Language- Add provisions recognizing existing manufactured home parks and campgrounds as legal within shoreland districts per settlement.
- f) Section 14 – Planning Commission Administration-Replace template administrative language with language consistent with the 2015 ordinance.
- g) Minor Comprehensive Plan Clean-ups - Align comprehensive plan with ordinance (removal of certain uses such as solar/wind farms from AG where they are no longer allowed; clarifications around PUD, water-oriented commercial, nonconformities, etc.).

**Motion:** by Overland to approve these changes to go in and be made to the Comprehensive Plan and the Zoning Ordinance, seconded by Bahktiari. Vote 2-1. Motion carries. Kroening votes No, explaining objections to the process and scope of changes.

- 5) **Additional Motions on Specific Policy Points-** proposal by Overland to expanding limited home-based occupations in the Sensitive Area district. Overland read the definition of Home Occupation 1 defined as very small-scale, no extra employees or customer traffic, examples: jams/jellies, crafts, professional services conducted at home without on-site sales.

**Motion** by Overland to allow Home Occupation 1 as Permitted Use in Sensitive Area, seconded by Bahktiari. Vote 3-0. Motion carries.

- 6) **Forest Management District – Minimum Lot Size** - proposal by Overland to increase minimum lot size in the Forest Management district from 10 acres to 20 acres, to be consistent with the Sensitive Area district.

**Motion** made by Overland to increase the lot area from 10 acres to 20 acres in the Forest Management District, seconded by Bahktiari. Vote 2-1. Motion Carries. (Kroening votes no)

- 7) **Request to Change Wickstrom Property from Sensitive Area back to Agricultural-** Proposal by Kroening to change zoning of the Wickstrom property from Sensitive Area back to Agricultural, citing its historic agriculture designation and lack of demonstrated impact on the river. **Motion** by Kroening that we change that from sensitive area back to A-1 Agriculture. Overland declines to second and states support for Planning Commission recommendation. Motion dies for lack of a second.

- 8) **Comprehensive Plan – Formal Adoption-**

**Motion** by Overland that we adopt the resolution approving amendments to the Windermere township comprehensive plan, seconded by Bahktiari. Vote 2-1. Motion carries. (Kroening objects to the process and time allowed to review significant changes and cites concerns raised by residents and experts.)

- 9) **Zoning Ordinance & Shoreland Management – Repeal and Replacement-**

**Motion** by Overland to adopt the resolution approving the repeal and replacement of the Windermere township zoning ordinance and the Windermere township shoreland management ordinance, seconded by Bahktiari. Vote 2-1. Motion carries. (Kroening votes no and raises detailed objections -process, science, DNR data vs increased restrictions, concerns about enforcement, property rights.).

10) **Resolution – Summary Language for Publication-**

**Motion** by Overland to approve resolution summary language for publication of the Windermere township zoning ordinance, including the shoreland ordinance, in the paper, seconded by Bahktiari. Vote 2-1. Motion carries. (Kroening votes no)

11) **Approval of Settlement Agreement – Summit Commons Litigation-**Jason Kubachek explains that the final version:

- a) Removes earlier concepts that would have made shoreland less restrictive than Pine County/DNR (after DNR objected).
- b) Confirms the new township ordinance will match or be more restrictive than Pine County/DNR for shoreland.
- c) Recognizes Summit Commons as legal nonconforming with a defined CUP process for expansion, consistent with the new ordinance, and to be court-approved.

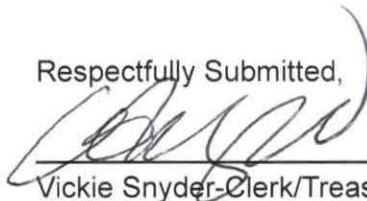
**Motion** by Overland that the township approve this settlement agreement, seconded by Bahktiari. Vote 3-0. Motion carries.

12) **Application & Escrow Fees-** to be tabled. Kroening asked for clarification on what the line item meant. Anderson replied that the Commission would review the proposed changes to the fee schedule, including the addition of escrow payments, and provide a recommendation at the continued meeting later today. Once a recommendation is made, it will be brought forward to the Board for consideration.

13) **Adjournment-**

**Motion** made by Overland to adjourn, seconded by Bahktiari. Vote 3-0. Meeting adjourned.at 10:06AM

Respectfully Submitted,

  
\_\_\_\_\_  
Vickie Snyder-Clerk/Treasurer

Approved:

 5-14-24  
\_\_\_\_\_  
Alan Overland-Chairman