

Avon Township Planning Commission Meeting – July 30, 2025

Agenda Packet

1. Call to order – 7:00 PM; Avon Township Hall, 16881 Queens Road, Avon, MN 56310
2. Pledge of Allegiance
3. Roll Call
4. Approval of agenda
5. Approval of minutes – *June 25, 2025*
6. Public Hearing – *none*
7. Public Comments
8. Scheduled Business
 - a. Angulski – subdivision request
 - b. Angulski/Michaletz – preliminary plat
 - c. Thell – Certificate of compliance
 - d. Town Hall Use – develop recommendation for Supervisors
 - e. Joint Planning Board meeting – ideas/suggestions (agenda – OAA agreement, Shorewood Drive subdivision, Xcel substation CSP, Char Avenue)
 - f. Road plan – develop process for recommendation
9. Other Business (*added at meeting*)
 - a.
 - b.
10. Policy Review
 - a.
 - b.
11. Old Business
 - a.
12. Reports/Announcements
 - a.
 - b.
13. Announcement of next scheduled meeting: *August 27, 2025 @ 7:00 PM*
14. Other Upcoming Meetings/Events
 - a. Joint Planning Board – July 31, 2025; Avon City Hall; 7:00 PM
 - b. Supervisors Meeting – August 13, 2025
15. Adjourn

Note: All Town Meetings are available via Zoom at <https://us02web.zoom.us/j/8325486945>. Passcode: AvonTown. The Clerk may record the proceedings of this meeting to ensure accuracy of the minutes. The recording will be deleted upon completion of the minutes and will not become public (Resolution 01-03-18).

Minutes of the Meeting of the Avon Township Planning Commission

June 25, 2025

Avon Township Hall (16881 Queens Road, Avon 56310)

Call to Order: Vice-Chair Lori Yurzyk called to order the meeting of the Avon Township Planning Commission (PC) at about 7:05 PM in the Main Chamber of the Town Hall. The meeting was available via Zoom at the URL: <https://us02web.zoom.us/j/8325486945> (PIN: AvonTown).

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Craig Blonigen, Kelly Martini, Andrew Wensmann (*Chair*), Stephen Saupe, and Lori Yurczyk. There was a quorum.

Approval of Agenda: Added to the agenda was a discussion of a preliminary plat for Kevin Angulski. Blonigen moved to approve the agenda as amended. Martini second. All in favor. Motion carried.

Minutes: Blonigen moved to approve the minutes from the May 25, 2025 meeting. Wensmann second. All in favor. Motion carried

Public Hearings: none.

Public Comments: none.

Business:

16. **Preliminary Plat – Angulski** – Mr. Kevin Angulski (19467 St. Anna Drive, Avon) appeared at the meeting to request approval of a preliminary plat. He presented a proposed preliminary plat, The Edge. He proposes dividing his existing parcel (03.00798.0003) into three parcels including a 2-acre parcel with the existing shouse (Lot 1, Block 1), a one-acre parcel in the NW corner (Lot 1, Block 2), and a 17-acre parcel (Outlot A). He said that he will likely sell the latter parcel, and it will have an easement to allow access to his 40-acre parcel in Albany Township (01.00009.0000). The PC inquired whether there were building credits for the two new parcels (Block 1 and Outlot A). Mr. Angulski replied that those parcels did not have building credits and he acknowledged that he knew he would not be able to construct a residence on either parcel unless the zoning is changed or there is a TDR. The PC noted that the legal description for his two existing parcels (03.00798.0003 & 01.00009.0000) indicated that they could not be sold separately. Mr. Angulski was advised to confirm that the plat process would separate the deeds so that he could sell the parcels individually if that was his intention. The PC generally agreed that there were problems with permitting an unbuildable, one-acre parcel in an A40 zoning district. The PC was concerned that splitting small parcels such as this would lead to problems where a future owner would not understand the limitations of the property (i.e., no building entitlement). The PC also wondered if this was a concern for Stearns County. The PC agreed that more information was required before a recommendation about the preliminary plat could be made. Yurczyk volunteered to contact Environmental Services to help clarify the situation. Mr. Angulski was advised to provide a copy of the preliminary plat drawing and application to the PC as well as to confirm that the two parcels could be sold once the platting process occurred.
17. **Road Standards and Documentation** – the PC examined the “Road Standards” (*approved May 5, 2004*) and Road Inventory. The Road Standards document appears to be out of date. Yurczyk moved to recommend to the Supervisors that the document should be reviewed by someone with expertise in roads. Blonigen second.

All in favor. Motion carried. The PC also noted that a “Road Standards” document from Lynden Township could be a resource when revising our road standard document.

The Clerk has created an Inventory of roads that includes a listing of when roads were last resurfaced or crack-sealed. It was suggested that the Inventory would be of greater value in making future decisions about contractors and maintenance if the inventory also identified the specific contractors who conducted the work, thickness of the tar applied to the roads, and so on. Gathering this information could take a significant amount of work. Blonigen moved to recommend to the Supervisors to authorize the Clerk and Treasurer to gather additional information from the files for the Road Inventory. Yurczyk second. All in favor. Motion carried.

18. **Town Hall Use Review** – the Supervisors authorized the PC to review the policies for using the Town Hall. The PC decided to begin by gathering information from other townships that make their facilities available to user groups. PC members were assigned (Blonigen – Collegeville; Martini – St. Joseph; Wensmann – Brockway; Yurczyk – Le Sauk; Saupe – Wakefield, Lynden & Fair Haven) to investigate the policies of neighboring towns and report back on user policies at the next meeting. Questions to answer would include: do they allow groups to use their town hall? What fee do they charge? Do they require a deposit and if so, how much? What are their policies (*i.e.*, is alcohol allowed?) of use? How do they handle reservation process? Who opens and closes the facility, cleans, and takes care of other housekeeping?

Policy Review: the Orderly Annexation Agreement with the City is due for renewal at the end of the year. An *ad hoc* committee will meet in the next month or so to provide a draft to the City Council and Town Supervisors for final approval. The PC discussed the draft agreement (*i.e.*, neighborhoods, reimbursement for lost tax revenue, percent of neighborhood required for annexation) but identified no specific recommendations for change. Town Hall Town Hall. No recommendations to the Supervisors were suggested.

Reports/Announcements:

- **Shady’s** – Blonigen reported that the last time Shady’s had an outdoor music he noted that there was a band (*at least five members*) and the noise level exceeded the standards. He measured decibel levels at three different locations (West side: 89 max, 81 average; Dance Hall: 94 max, 89 average; Across street: 94 max, 89 average). No reading was in compliance with State law. Blonigen spoke to the manager at Shady’s about not being in compliance with the state noise ordinance. The manager seemed willing to make changes.
- **The Store** was granted a variance for a larger sign by the Stearns County Board of Adjustment.

Next Meeting: The next PC meeting is July 30, 2025 at 7:00 PM (*see ‘Call to Order’ for the Zoom log-in*).

Other Meetings: Other upcoming meetings/events include (*see ‘Call to Order’ for the Zoom log-in*):

- Supervisors Meeting – July 2, 2025; 7 PM.

Adjournment: Blonigen moved to adjourn the meeting at about 9:40 PM. Martini second. Meeting adjourned.

Respectfully submitted,
Stephen G. Saupe, Clerk

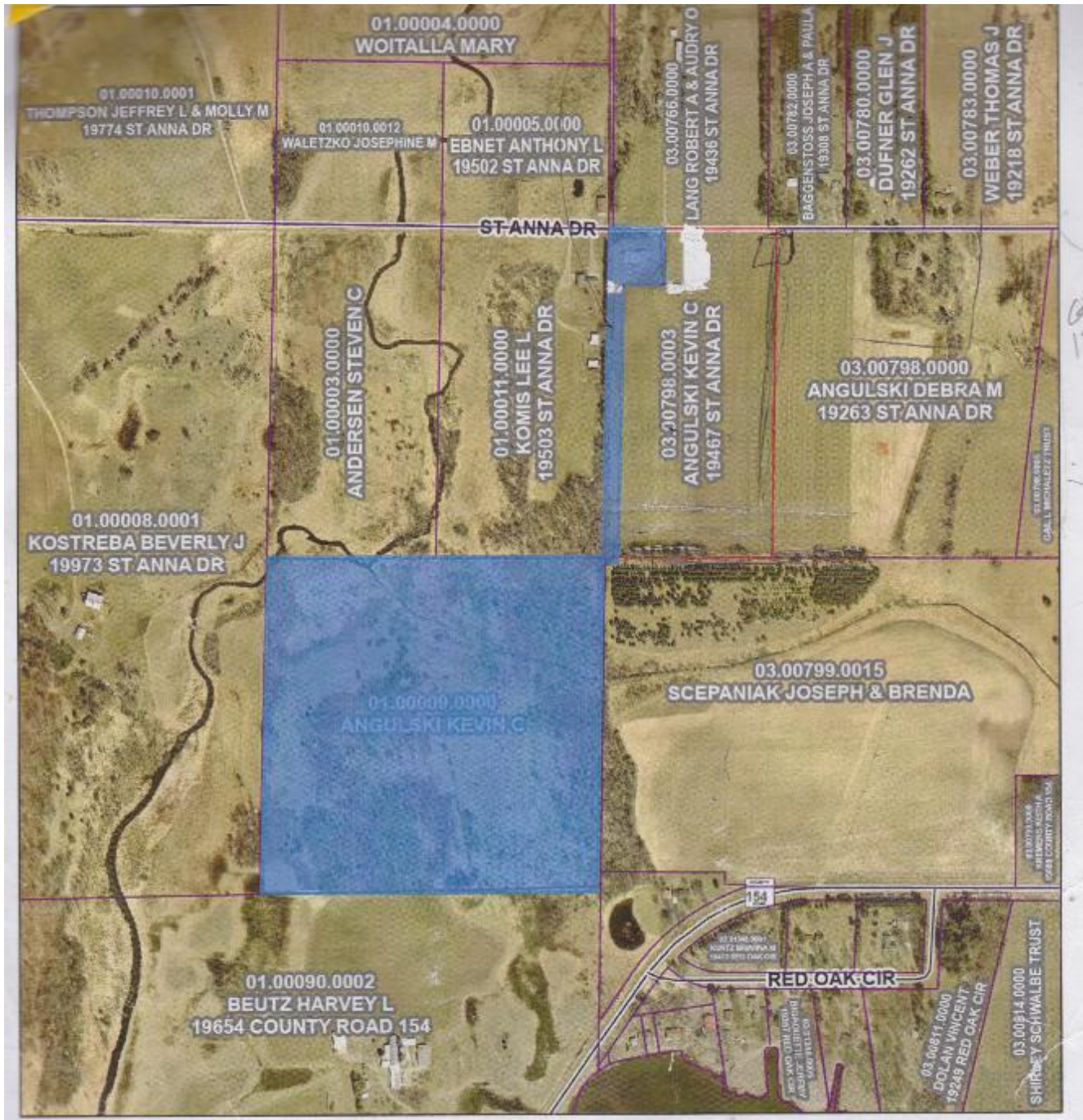
date: June 29, 2025

Approval:

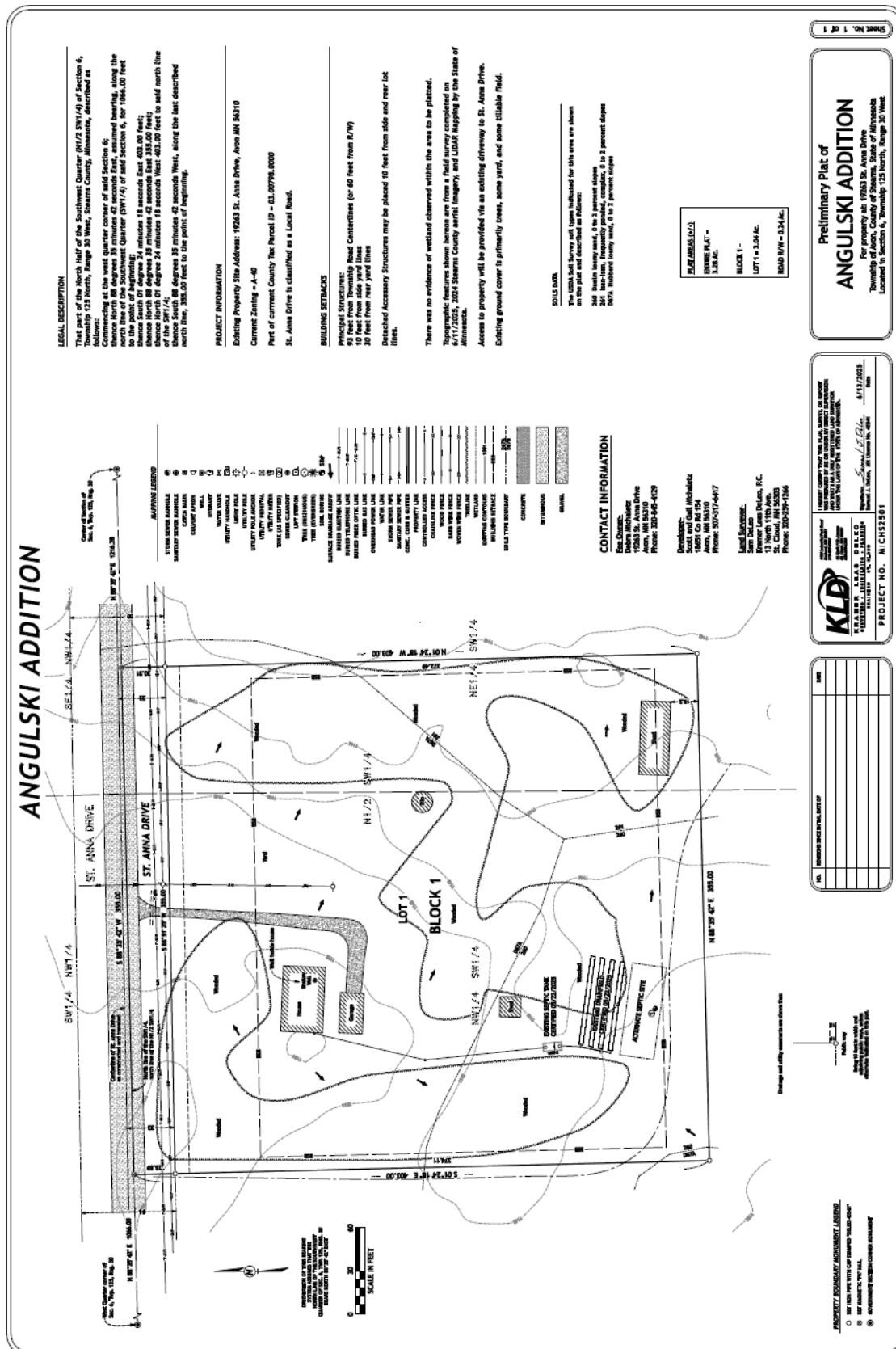
Andrew Wensmann, Planning Commission Chair – signature

date: _____

Angulski, Kevin



Angulski, Deb – Preliminary Plat Request (03.00798.0000; 19263 St. Anna Drive)



Town Hall Use – see https://www.avontownshipmn.gov/images/docs/permits/town_hall_use_application.pdf & <https://www.lyndenmn.gov/town-hall-rental/>

Town Hall use research

From: clerk@avontownship.org <clerk@avontownship.org>
 Sent: Tue, Jul 22, 2025 at 9:25 am
 To: Treasurer@AvonTownship.org, Craig_Blonigen@AvonTownship.org, Deputy_Treasurer@AvonTownship.org,
 Deputy_Clerk@AvonTownship.org, clerk@avontownship.org, Lori_Yurczyk@AvonTownship.org, andrew.wensmann@avontownship.org,
 chad_klocker@avontownship.org, bryan_rassler@avontownship.org

 [Lynden-Town-Hall-Rental-Policy-Application.pdf](#) (217.4 KB)  [Town_Hall_Use_Policy.pdf](#) (52.1 KB) – [Download all](#)

Hi PC members.....at our upcoming meeting we will discuss public use of the Town Hall. At our last meeting, folks were 'assigned' to explore how other township handled the use of their hall.

Here are the results of my research for my assigned townships:

- **Wakefield** - I spoke with Clerk Heidi. They do not rent their Hall for essentially the same reasons that we do not. Also, she said it was on the advice of their attorney. She thought it might be due to liability reasons. However, they do allow meetings for a civic purpose, such as a Stearns County meeting. Summary: they have the same basic policy as we do.
- **Lynden** - Rents hall. They have an application/policy form available on their website (appended). \$50 fee. \$100 deposit. No smoking or alcohol permitted. Spoke with Clerk Jenny. She said that they don't rent too often because it is an 'old schoolhouse' and not the best meeting place. In addition, Warner Lake nearby and nicer facility. They pay a neighbor to be the caretaker. She gives out the key, cleans before they go in, checks after. Users are required to remove garbage. They have had good luck, though a little spilled pop and some stains on carpet. Mike Couri initially examined their contract (in 2011). The supervisors didn't want a money maker but not to lose money either. They pay the caretaker \$25 to open/close/clean. They only rent to township members - to give some pride/ownership in building.
- **Fair Haven** - have a hall but don't rent out much. It doesn't have a kitchen area so not particularly suitable. The Chain of Lakes association does use it. There is also a park with a pavilion that is rented out, so using the hall isn't crucial. Their maintenance person handles rental/use.

