

Minutes of the Meeting of the Avon Township Planning Commission

October 29, 2025

Avon Township Hall (16881 Queens Road, Avon 56310)

Call to Order: Chair Andrew Wensmann called to order the meeting of the Avon Township Planning Commission (PC) at 7:00 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, Stephen Saupe, Andrew Wensmann, and Lori Yurczyk. There was a quorum.

Approval of Agenda: Added to the agenda was consideration of a variance for Brady Winkels. Blonigen moved to approve the agenda as amended. Yurczyk second. All in favor. Motion carried.

Minutes: Yurczyk moved to approve the minutes from the September 24, 2025 meeting as presented. Blonigen second. All in favor. Motion carried. It was noted that several minutes from previous meetings had a typo regarding dates. Blonigen moved to approve the corrected minutes from May (date corrected to May 28th), June (date corrected to May 28th), and July (date corrected to June 25th). Martini second. All in favor. Motion carried.

Public Hearings: *none scheduled.*

Public Comments: *none.*

Business:

1. **Winkels Variance** – Mr. Brady Winkels, 15678 Parkwood Circle, appeared at the meeting to request a variance to construct a shed closer to the road than is currently permitted by Section 9.9.9.A(3) of Avon Township Land Use & Zoning Ordinance #6. He requests the variance because he said that the only logical place to put the shed is in the NW corner of the property because the S and SW areas are steeply sloped and a drainage swale runs roughly N/S through the middle of the property. The shed would be 26 x 28 feet and 30 feet from the property line on the west. He was told that if this is approved, he would also require an access permit. Saupe moved to recommend to the Supervisors to set a public hearing on November 26 at 7:15 PM to consider a variance for Brady Winkels to build a garage 13 feet closer to the road ROW than is currently permitted. Blonigen second. All in favor. Motion carried. Mr. Winkels was asked to flag the proposed location for the shed so it could be inspected prior to the hearing.
2. **Orderly Annexation Agreement** – the City Council initially expressed some concern about the setbacks cited for feedlots. At the October Supervisor meeting, Supervisor Chad Klocker and LeRoy Gondringer were authorized to attend the October City council meeting to help provide clarification and discuss the issue. Blonigen reported that he heard that the Council agreed to leave the provision for feedlot setbacks. The PC had no additional comments regarding the OAA. The Supervisors will likely approve and sign the document at the November meeting. Blonigen moved to recommend to the Supervisors to send a formal note of thanks to Mr. Gondringer for his service regarding the OAA. Yurczyk second. All in favor. Motion carried.
3. **Town Hall Use** – the PC reviewed the final application/forms for permitting a group to use the Town Hall. It was suggested to include a question regarding expected attendance to ensure that the group doesn't exceed the maximum capacity of the Hall. Otherwise, the PC recommends approval/use as presented.

- 4. Road Plan** – The Supervisors authorized the PC to develop a five-year plan for roadwork. The PC discussed how to proceed. Among the documents that could be reviewed include the 2021 Road Management Report which is getting dated, the road inventory spreadsheet, and the Roads Manual (maintenance summary data). It was questioned whether these documents were of value, especially since the Annual Road inspections seem to be the primary way decisions are made.

Blonigen said that the Supervisors may consider chip-sealing or micro-surfacing roads which could be a cost effective means to improve the life of town roads. Blonigen also mentioned that he has been in contact with engineer, Jeremy Mathiasen, regarding the Queens Road project that we will submit for a LRIP grant. The final cost could be higher than the original estimates, but the overall cost of roadwork seems to be coming down in the last year or so. Blonigen also noted that our one bridge (Queens Road) is substandard. There is a MNDOT grant available for bridge work.

It was generally agreed that the existing data and documents regarding roads should be checked for accuracy and updated. For example, our database has a slightly different total road mileage than the County and the Road Manual has not been updated for roadwork this year.

Blonigen said we need to make data driven decisions. He volunteered to update the inventory and digitize data in the Road Manual. It was noted that road traffic counts would be helpful. The Clerk will look into whether counters are available from the County or MNDOT. Blonigen said he could make a counter if necessary. Once the culvert identification project is complete, those data could also be included in the Road Manual.

The PC plans to update the information we have by the end of December. It was noted that there will be gaps in the data, but at least we will have a reasonable starting point. To update the database for recent activity, minutes from the Supervisors meetings can be used, as well as Casey Jansky's time sheets. Once updated, in the first quarter of the new year the PC could develop the actual plan.

Old Business/Policy Reviews/Reports/Announcements: none.

Next Meeting: The next PC meeting is November 26, 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):

- District 742 School Board Election – November 4, 2025; 7 AM – 8 PM; Avon Town Hall
- Supervisors Meeting – November 5, 2025

Adjournment: Martini moved to adjourn the meeting at about 8:30 PM. Blonigen second. Meeting adjourned. The Hall was then prepared for the upcoming School Board election.

Respectfully submitted,
Stephen G. Saupe, Clerk

date: November 3, 2025

Approval:

Andrew Wensmann, *Planning Commission Chair – signature*

date: _____