

# Avon Township Planning Commission Meeting – April 29, 2026

## 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 – March 25, 2026
6. Public Hearing – *Frie Variance – 7:15 PM (appended)*
7. Public Comments
8. Scheduled Business
  - a. Feedback regarding Town Engineer’s road specifications (*appended*)
9. Other Business (*added at meeting*)
  - a.
  - b.
10. Policy Review
  - a. Form Review – Certificate of Compliance. (*appended*) Fee? Modifications of form? Ideas to incorporate from County Subdivision form? (Next meeting: Plat review?)
  - b.
11. Old Business
  - a.
12. Reports/Announcements
  - a.
  - b.
13. Announcement of next scheduled meeting: May 27, 2026 @ 7:00 PM
14. Other Upcoming Meetings/Events
  - a. Supervisors Meeting – May 6, 2026; 7:00 PM
15. Adjourn

Note: *The complete agenda is available at [www.avontownshipmn.gov](http://www.avontownshipmn.gov). 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).*

### Current CC Form

**AVON TOWNSHIP**  
16881 Queens Road, Avon, MN 56310

## CERTIFICATE OF COMPLIANCE

Name of Property Owner(s) \_\_\_\_\_

Property Owner (Mailing Address & Contact Information)

Street/Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Zip code \_\_\_\_\_ Phone \_\_\_\_\_ email \_\_\_\_\_

Property Location: Township 125 Range 30 Section \_\_\_\_\_ Zoning District \_\_\_\_\_

PID \_\_\_\_\_  
Address (if different than mailing address) \_\_\_\_\_  
\_\_\_\_\_

Legal description of property to be certified: (attach if necessary)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Property Owner signature \_\_\_\_\_ date \_\_\_\_\_

I, \_\_\_\_\_ (Chairperson of the Avon Township Board of Supervisors; print name), hereby certify that the property owner(s), or a designated legal representative, requested necessary action to certify that the above-described property is in compliance with applicable Avon Township ordinances and related documents in effect on the signature date.

I further certify that the Avon Township Board of Supervisors considered this request and the recommendation from the Planning Commission and approve this request as being in compliance with the requirements of Avon Township ordinances and related documents in effect on the signature date, subject to the following conditions:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Township Approval

Signature \_\_\_\_\_ date: \_\_\_\_\_

Print \_\_\_\_\_  
*Chair or Acting Chair, Avon Township Board of Supervisors*

#### Attest

Signature: \_\_\_\_\_ date: \_\_\_\_\_

Print (name/title) \_\_\_\_\_

Update: March 2022

Fee: \$25.00 Receipt No.: \_\_\_\_\_

## **DRAFT Minutes of the Meeting of the Avon Township Planning Commission**

March 25, 2026

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 about 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, Andrew Wensmann, and Lori Yurczyk. There was a quorum.  
Absent: Stephen Saupe (*leave of absence*)

**Approval of Agenda:** Tanner Pierskalla was added to the agenda. Blonigen moved to approve the agenda as amended. Yurczyk second. All in favor. Motion carried.

**Minutes:** Blonigen moved to approve the minutes from the January 28, 2026 meeting as presented. Yurczyk second. All in favor. Motion carried. Wensmann moved to approve the minutes from the February 25, 2026 meeting as presented. Yurczyk second. All in favor. Motion carried.

**Public Hearings:** Edwards Variance

Wensmann opened a public hearing to consider a variance for Douglas Edwards & Tamara Edwards to construct an addition to a garage on their property at 17953 Upper Spunk Lake Road that is 13 feet closer to the center-of-the-road (or 50 feet from the COR) than is currently allowed by Section 9.9.9.A(3) of Avon Township Ordinance No 6.

Wensmann requested comments from the public. There were no public comments. Wensmann moved to close the public hearing. The PC agreed. The public hearing was closed.

Wensmann asked why it couldn't be pushed back. The response was that between the well, septic and lake and property line setbacks it was necessary to construct a garage.

The PC considered the Findings of Facts and decided that: (a) The proposed use is allowed in the zoning district in which the subject property is located; (b) The variance is in harmony with the general purpose and intent of the applicable ordinance(s); (c) the variance is consistent with the comprehensive plan; (d) The property owner proposes to use the property in a reasonable manner; (e) The plight of the landowner is due to circumstances unique to the property and not created by the property owner or a previous owner; (f) The variance, if granted, will not alter the essential character of the locality; and (g) The need for the variance involves more than economic hardship.

Yurczyk moved to recommend to the Supervisors approval of a variance for Douglas Edwards & Tamara Edwards to construct an addition to a garage on their property at 17953 Upper Spunk Lake Road that is 13 feet closer to the center-of-the-road (or 50 feet from the COR) than is currently allowed by Section 9.9.9.A(3) of Avon Township Ordinance No 6. Blonigen second. All in favor. Motion carried.

**Public Comments:** none

**Business:**

16. **Frie Variance Request** – Ms. Cindy Frie (34139 Lower Spunk Lane; PID 03.01227.0007) appeared at the meeting to request a public hearing for a variance to construct an addition to her garage that would be 30 feet from the center of the road (variance of 33 feet). She would plan to access the garage from the north (parallel to the road).

Blonigen moved to recommend to the Supervisors to set a public hearing on April 29, 2026 at 7:15 PM to consider a variance of 33 feet for Ms. Cindy Frie (34139 Lower Spunk Lane; PID 03.01227.0007) to construct an addition to her garage that she would enter from the north and that would be 30 feet from the center-of-the-road. Yurczyk second. All in favor. Motion carried.

Ms. Frie said that she received an email invoice from the Town for \$5,000 for the variance hearing. She wisely didn't pay thinking it was spam. The PC confirmed the email was indeed spam and that residents are alerted to this threat. The Township will directly handle any requests for payment at a meeting.

There was a question whether the road is 66 feet wide. If so, the addition might be in the road right-of-way. This should be examined prior to the public hearing.

17. **Gilk Rezoning Request** – Sam Gilk and Lisa Gilk appeared at the meeting to request rezoning a portion of their property PID 03.01152.0000, 36861 County Road 9. They want to rezone the area around the house to R1, and rezoning some of the R5 acreage to A40. This would allow more animal units on the remainder of the property for their planned expansion of horse facilities. Ms. Gilk said that she bought the property in 2010 and soon after built a barn and started to farm produce. In 2016 she requested rezone a part of the property to R5 to build a home, which was granted and house construction began in 2019. Blonigen indicated that it would be a spot zone and if it is done could open significant issues. Gilk said that Heidi at the County said that it wouldn't be an example of spot-zoning. LeRoy Gondringer said that he assumed this referred to the policies that applied to the property and how it is treated by the County. He also noted that an issue is that the County may be hesitant to create a substandard R5 lot (i.e., with fewer than 5 acres).

When asked if Ms. Gilk recognized that the original rezone restricted animal units, she replied that she assumed it was primarily to allow the residence. It was suggested that perhaps Ms. Gilk could request a variance from the County for additional animal units on the property. When asked if she could purchase additional property from a neighbor, she said that wasn't an option. When asked if they had considered purchasing a different property, Ms. Gilk said that they are not ready to consider that option.

Blonigen said he was hesitant to consider R1 zoning. Wensmann said he thought it was unlikely the PC would approve the request and that the Gilk's had two options – to clarify with the County why R1 was necessary or talk directly with the Supervisors. Martini moved to deny approval of the rezoning plan submitted by Lisa and Sam Gilk to rezone part of their property (PID 03.01152.0000, 36861 County Road 9) to R1. Blonigen second. All in favor. Motion carried.

18. **Pierskalla Property** – Mr. Tanner Pierskalla is in the process of purchasing 37837 145<sup>th</sup> Avenue. He has met with the County because there are a number of concerns. He said there is a building credit on the parcel. He just wants to purchase the land. There are a few buildings on the parcel. He plans to keep the pole barn, have the property surveyed, and make new lines. To build, he would need to meet setbacks from the existing structure and creek that runs through the property. He was told if he splits the property he would need a certificate of compliance. He doesn't want to build the home near the existing shed which is required by County ordinance. He thought an option could be to rezone. Another option is that there is a hydrant on the property. He would likely require a public hearing from the Town for a Provisional Use hearing. He was told he should confirm with the County that there is a building credit on the property he wants to purchase. If the property gets split, Mr. Pierskalla said he knew he would require an Access Permit for a driveway. He was told

he should confirm with the County what he wants to do and what he needs and has a building credit before doing the expense of a survey.

**Old Business/Policy Reviews/Reports/Announcements:**

- The Clerk proposed a modification of the fee schedule. No action was taken by the PC.
- There was some discussion of modifying the roads algorithm for traffic. Blonigen said he might be able to construct a simple counter if necessary. He recently counted 30 vehicles on his road during a 2 hour period. He thought it was reasonable since there is a generalization that there are 9 trips per day per residence (includes school buses, delivery vehicles).

**Next Meeting:** The next PC meeting is April 29, 2026 at 7:00 PM (see ‘Call to Order’ for the Zoom log-in).

**Adjournment:** Blonigen moved to adjourn the meeting at about 8:40 PM. Yurczyk second. All in favor. Motion carried.

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

- Supervisors Meeting – April 1, 2026
- Local Board of Appeals & Equalization – April 13, 6 PM

**Respectfully submitted,**  
Stephen G. Saupe, Clerk

**date:** March 27, 2026

**Approval:**

\_\_\_\_\_  
Andrew Wensmann, *Planning Commission Chair – signature*

**date:** \_\_\_\_\_

**AVON TOWNSHIP  
STEARNS COUNTY, MINNESOTA  
16881 Queens Road, Avon MN 56310**

**VARIANCE APPLICATION**

**Property Owner(s):** Cindy Frie

**Mailing Address:**  
34139 LOWER SPUNK LN  
AVON MN 56310

**Phone:** 320-333-2950

**email:** [cindyfrie@hotmail.com](mailto:cindyfrie@hotmail.com)

**Parcel #:** 03.01227.0007

**Township 125 Range 030 Section 21**

**Zoning District:** R1

**Property Address** (if different than mailing address): 34139 LOWER SPUNK LN; AVON MN 56310

**Legal Description:** (full legal description required, i.e., copy of Deed) *appended*

**STAFF TO COMPLETE**

Applicant requests variance from Section(s) 9.9.9.A(3) of Avon Township Ordinance(s) No(s) 6. The intended use that does not comply with the ordinance(s) is:

*construction of the addition to a garage that will be 33 feet closer to the center-of-the-road than is currently permitted.*

**APPLICANT TO COMPLETE**

State the reason for requesting a variance. Include an explanation of why the strict enforcement of the ordinance(s) will cause an unnecessary hardship, and/or why the strict conformity of the standards are unreasonable, impractical, or not feasible under the circumstances.



## **Avon Township Planning Commission VARIANCE RECOMMENDATION**

**Stearns County  
State of Minnesota  
IN RE: Variance Request**

### **Administrative Information**

Cindy Frie applied for a variance from Section(s) 9.9.9.A(3) of Avon Township Ordinance No 6. The intended use that does not comply with the ordinance(s) is:

*construction of the addition to a garage that will be 33 feet closer to the center-of-the-road than is currently permitted.*

**Property Legal Description:** appended

**Parcel ID#:** 03.01227.0007

**Property Address:** 34139 Lower Spunk Lane; Avon MN 56310

**Township 125    Range 030    Section 21**

On April 29, 2026, the Planning Commission of Avon Township met and held a public hearing to consider this Variance request. Said public hearing was duly noticed by publication, posting and mail. Based on the application and evidence received at the above said hearing the Planning Commission makes the following findings of fact and recommendation.

### **FINDINGS OF FACT**

1. The applicant is requesting a variance (see above)
2. The legal description of the property is as above.
3. The property is currently zoned R1.
4. The Planning Commission has considered the findings (appended).

### **RECOMMENDATION**

The Planning Commission of Avon Township recommends to the Board of Supervisors of Avon Township that the application of Cindy Frie for a Variance to construct an addition to a garage that will be 33 feet closer to the center-of-the-road than is currently permitted at her property at 34139 Lower Spunk Lane; Avon MN 56310 (PID 03.01227.0007) be:

\_\_\_\_\_ Approved    \_\_\_\_\_ Denied    (*Findings Of Fact appended*)

The Planning Commission recommends that the approval be conditioned on the following stipulations:

- 1.
- 2.
- 3.

The Planning Commission recommends disapproval for the following reasons:

- 1.
- 2.
- 3.

**APPROVAL**

\_\_\_\_\_  
Avon Township Chair (*sign*)

\_\_\_\_\_  
Avon Township Chair (*print*)

**ATTEST**

\_\_\_\_\_  
(*sign*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(*print; include title*)

(Avon Township Seal }

## Findings of Facts - Variances

**Name of Applicant(s):** Cindy Frie

**Date:** April 29, 2026

**Variance Request:** to construct an addition to a garage that will be 33 feet closer to the center-of-the-road than is currently permitted at her property at 34139 Lower Spunk Lane; Avon MN 56310 (PID 03.01227.0007)

A variance may be granted only where the strict enforcement of township controls will result in unnecessary hardship. A determination that a “hardship” exists is based upon the consideration of the following criteria:

Findings	PC Member Response (name; yes/no)					Summary (yes/no)
	CB	KC	KM	SS	AW	
Is the proposed use allowed in the zoning district in which the subject property is located? Yes/No						
Is the variance in harmony with the general purpose and intent of the applicable ordinance(s)? Yes/No						
Are terms of the variance consistent with the comprehensive plan? Yes/No						
<i>The variance may be granted to alleviate practical difficulties or particular hardship* resulting from strict enforcement of the applicable ordinance as determined by the following:</i>						
The property owner proposes to use the property in a reasonable manner? Yes/No						
The plight of the landowner is due to circumstances unique to the property and not created by the property owner or a previous owner? Yes/No						
The variance, if granted, will not alter the essential character of the locality? Yes/No						
The need for the variance involves more than economic hardship? Yes/No						

TOWNSHIP OF AVON  
Roadway Specifications

April 2026

1. Minimum roadbed width shall be 28 feet in residential areas with 66 feet deeded right of way. Industrial areas shall have a minimum roadbed of 36 feet, with 80 feet of deeded right of way.
2. The roadbed shall be graded and built up to a minimum of 2 feet above adjacent land on both sides with a minimum ditch depth of 3 feet on both sides of the roadway. Ditch slopes shall be a maximum of 4:1 (vertical:horizontal). Approach level shall be no more than 12 inches below center of public road. Any deviation shall be at the Town Board's discretion.
3. The subgrade material shall be covered with a minimum 8 inches compacted depth of Class 5 crushed aggregate base over the full roadbed width and a minimum of 3.5-inches, compacted depth, of bituminous pavement over the center 22 feet. For industrial areas the requirement shall be a minimum of 10 inches of Class 5 aggregate base over the full roadbed width and 4-inch, compacted depth, of bituminous pavement over the center 24 feet. Bituminous pavement mixtures shall be in accordance with MnDOT specification 2360.
4. After placement of the bituminous pavement the shoulders shall be built up with Class 2 aggregate, or material approved by the Township Roadway Supervisor, to the same thickness as the pavement.
5. The above designs are based on areas which have a good quality of subgrade granular material. Any other subgrade material will constitute a change in the roadway design thickness and potentially the addition of geotextile roadway materials and/or drain tile installation as recommended by the Township Engineer / Roadway Supervisor. The Township may require soil borings / tests prior to the final approval authorizing the construction of any road. Such soil tests are to consist of soil borings / test holes to a depth necessary to determine the various types of soil to be encountered before reaching a stable base. Such boring / test holes, when ordered by the Township Board, shall be drilled at the expense of the owner or developer and the information disclosed shall be furnished to the Township Board together with a copy of the map showing the location of each test hole in relation to the applicable right of way. Further, the information required shall include a report as to the various types of soil encountered and the depths, as well as the level of ground water if present. The number of test holes to be drilled and their location on the property which is proposed to be platted will be as directed by the Township Board or its authorized representative. Further, the owner may be required to furnish a report from a recognized engineering laboratory and licensed geotechnical engineer as to the use of the area for the road purported to be constructed, however, final approval of such road construction shall be subject to the Township Engineer's approval.
6. On all newly graded roadways the developer must submit a drainage map and erosion control plan showing the drainage areas and all proposed ponding areas and/or outlets. The Developer's engineer must also provide drainage calculations to show existing conditions and the proposed storm water design that meets or exceeds the Minnesota Pollution Control Agency storm water runoff requirements. This shall be approved by the Town Board before any construction begins. Inspection of the construction shall be performed by the Township Engineer at the Developers' cost in all phases of construction.
7. It will be the obligation of the Developer to maintain existing drainage courses in substantially the same manner that they existed prior to construction of the road. Further, the Developer must comply with all County, State, Agency, and other local regulations and permitting prior to the construction of said purported roads.