



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

PLANNING REPORT

TO: Baldwin Township Planning Commission

FROM: D. Daniel Licht

REPORT DATE: 21 June 2024

120-DAY DATE: 1 October 2024

RE: Baldwin Township – Vetsch 3rd Addition

TPC FILE: 269.02

BACKGROUND

Matthew and Leah Krotzer own the 5.0 acre property located at 12933 296th Avenue NW, which is developed with a single family dwelling. Mr. and Ms. Krotzer are proposing to subdivide the property into two lots. The proposed subdivision requires application for Simple Plat approval to be processed in accordance with Section XX-3-3.B of the Subdivision Ordinance. The application is subject to review by the Planning Commission and approval of the Town Board. A public hearing has been noticed for the Planning Commission to consider the application at their meeting on 26 June 2024 at 7:00PM.

Exhibits:

- Site Location Map
- Future Land Use Plan Map
- Zoning Map
- Roadway Classification Map
- Preliminary Plat
- Final Plat

ANALYSIS

Comprehensive Plan. The Baldwin Township Comprehensive Plan promotes establishment of land use patterns that will provide connections to existing public amenities and the natural landscape. Existing rural residential character is to be expanded without adversely affecting scenery or open spaces. The proposed subdivision is consistent with the Comprehensive Plan.

Right-of-Way. The proposed preliminary plat abuts 296th Avenue, which is designated as a local Town road. The existing right-of-way for 296th Avenue was dedicated with the plat of Battle Brook 3rd Addition at 66 feet in width, which complies with the requirements of XX-10-4.B.1 of the Subdivision Ordinance. No additional right-of-way dedication is required.

Access. Lot 1, Block 1 is accessed from 296th Avenue. Construction of a driveway for Lot 2, Block 1 will require approval of a driveway permit accessing 296th Avenue. The driveway for Lot 2, Block 1 will need to be in the northwest corner of the lot to avoid impacting wetlands. This location will be more than 75 feet from the driveway on Lot 1, Block 1 and from the next driveway on the south side of 296th Avenue to the east meeting the spacing requirements of the Town Right-of-Way Ordinance.

Utilities. The existing and proposed single family dwellings are to be served by private Subsurface Sewage Treatment Systems and wells. The preliminary plat identifies a secondary drain field site within Lot 1, Block 1 for a SSTS. The existing SSTS within Lot 1, Block 1 is subject to certification prior to recording a final plat. The future single family home on Lot 2, Block 1 will also be served by an on-site SSTS and private well. The Simple Plat illustrates a primary and secondary drain field site. All SSTS and well plans are to be subject to review and approval of the Building Official.

Wetlands. Administration of the Wetland Conservation Act remains within the jurisdiction of Sherburne County in accordance with Section XX-10-7 of the Subdivision Ordinance. There is a wetland in the northeast corner of the subject property. A Level 1 wetland delineation is subject to approval by Sherburne County prior to recording the final plat.

Easements. Section XX-10-8 of the Subdivision Ordinance requires dedication of drainage and utility easements a minimum of 12 feet in width at the perimeter of each lot, which may be centered on lot side and rear lines for abutting lots within the Simple Plat. The Simple Plat indicates the perimeter drainage and utility easements as required at the perimeter of the lot and over the wetland within Lot 2, Block 1. All drainage and utility easements are to be subject to approval of the Town Engineer.

Park Dedication. Section XX-10-10 of the Subdivision Ordinance requires developers to dedicate 10 percent of the buildable area of a parcel being subdivided to the Town for park purposes. The Town may also elect to receive a cash fee in lieu of land dedication to be used only for development of the Town park system.

We recommend that the developer pay a cash fee in lieu of land to satisfy park dedication requirements for the one new lot being created with the preliminary plat. The cash fee in lieu of land is to be paid at the time of final plat approval based on the fee established by the Town Fee Schedule in effect at that time.

Park dedication requirements for the proposed preliminary plat are to be subject to review by the Park Committee and approval of the Town Board.

- c. Joan Heinen, Town Clerk/Treasurer
Matthew Kind, Town Engineer

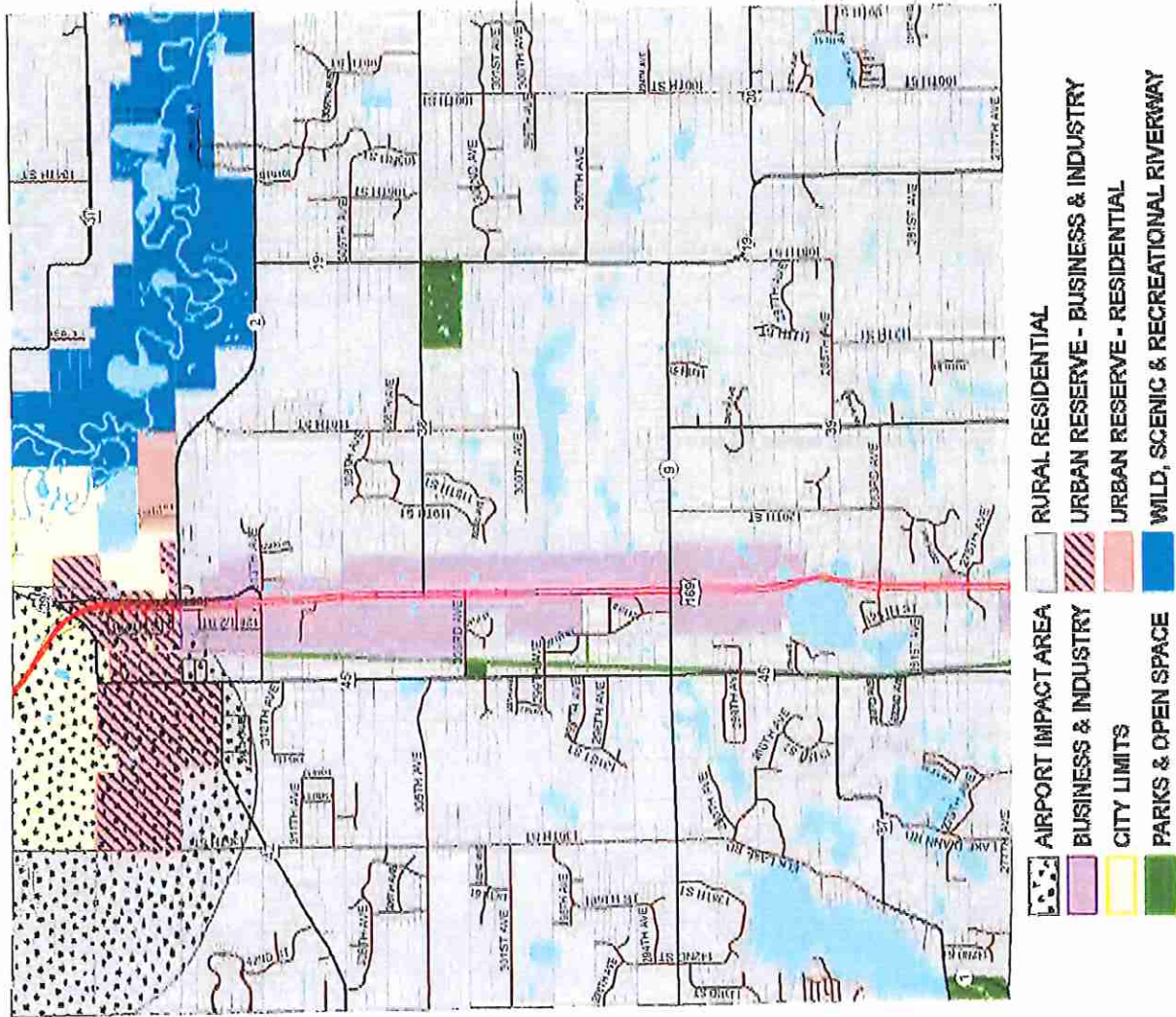


Figure 9.3: Sherburne County Future Land Use Map (Baldwin Township). Source: Sherburne County Planning & Zoning Dept.



Figure 9.4: Baldwin Township existing land use by acres (2008). Source: Sherburne County Assessor's Dept.

ROADWAY CLASSIFICATION

Township Boundary

Private Road

Z:\GIS\Projects\Municipal\BWTRoadway Classification Map.mxd

BALDWIN TOWNSHIP
SHERBURNE COUNTY, MN

VETSCH THIRD ADDITION

BEFORE ME, the undersigned authority, on this _____ day of _____, 20____, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 20____.

Notary Public, _____ County, Minnesota

My Commission Expires _____

(Printed Name)

I, _____, County Clerk of Sherburne County, Minnesota, do hereby certify that the foregoing instrument was duly recorded in the _____ day of _____, 20____.

Recorded in _____

Filed for Record _____

STATE OF MINNESOTA COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, of _____, Minnesota.

Notary Public, _____ County, Minnesota

My Commission Expires _____

(Printed Name)

I, _____, County Clerk of Sherburne County, Minnesota, do hereby certify that the foregoing instrument was duly recorded in the _____ day of _____, 20____.

Recorded in _____

Filed for Record _____

STATE OF MINNESOTA COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, of _____, Minnesota.

Notary Public, _____ County, Minnesota

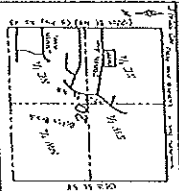
My Commission Expires _____

(Printed Name)

I, _____, County Clerk of Sherburne County, Minnesota, do hereby certify that the foregoing instrument was duly recorded in the _____ day of _____, 20____.

Recorded in _____

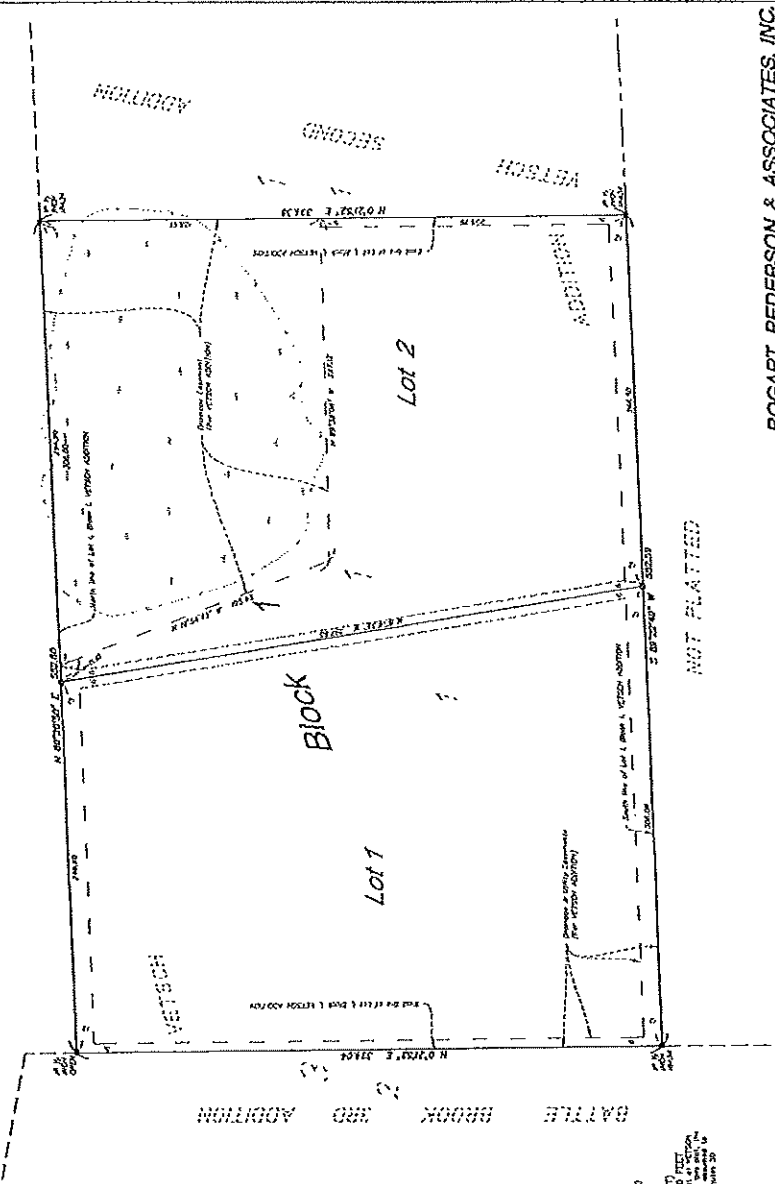
Filed for Record _____



VICINITY MAP
Scale 20 Feet to an Inch
Copyright 2000

2 BATTLE BROOK 2ND ADDITION

206th Avenue



NOT PLATTED

BOGART, PEDERSON & ASSOCIATES, INC.