



PLANNING COMMISSION MEETING MINUTES

JUNE 24, 2026

Call to Order: Chair Clarence Mattson called the Baldwin Planning Commission meeting to order at 7:00 pm.

Pledge of Allegiance: All present recited the Pledge of Allegiance.

Roll Call: Present: Chair Clarence Mattson, Vice Chair Teresa Barnes, Commissioners Mary Larson, Ed Stofferahn, Sarah Bostock and Bruce West.

Absent: Commissioner Chad Gerads

Also present: City Planner, Dan Licht, and City Council Liaison, Jay Swanson.

All claim forms were filled out and returned to the Deputy Clerk.

Approval of the Agenda:

Commissioner Larson motioned to approve the agenda as written. Commissioner Stofferahn seconded. All in favor. Motion carried.

Approval of the Minutes:

Planning Commission meeting of May 27, 2026

Commissioner West motioned to approve the minutes as written. Commissioner Larson seconded. All in favor. Motion carried.

Public Hearings:

Andy Dvoracek and Jen Flynn - 28506 97th Street NW

City Planner Licht presented the planning report.

The applicant, Andy Dvoracek, 3941 Kipling Ave, St. Louis Park, was in attendance. Mr. Dvoracek stated that multiple sketches were proposed because they would like to start the project this year and a final decision has not been made on who the contractor will be. Mr. Dvoracek said he agreed with the recommendation of City staff.

The Commissioners asked for clarification about the well and where the septic would be relocated. Mr. Dvoracek responded.

Chair Mattson opened the public hearing at 7:13 pm.

Todd VanSlyke, 28511 97th St NW, asked what the set back was on the north side of the property. City Planner Licht clarified it was 7.5 feet.

Commissioner Stofferahn motioned to close the public hearing at 7:14 pm. Commissioner Larson seconded. All in favor. Motion carried.

Commissioner Bostock requested clarification on the conditions. City Planner Licht responded.

Commissioner Larson motioned to recommend approval of a variance to allow an addition to an existing single-family dwelling at 28506 97th Street, subject to the four conditions listed by city staff. Commissioner Bostock seconded. All in favor. Motion carried.

Pete Coen - 14203 285th Avenue NW

City Planner Licht presented the planning report.

Shane Steinbrecher, 13792 247th Ave, is in attendance representing the property owners. Mr. Steinbrecher agreed with the recommendation of City staff.

Chair Mattson opened the public hearing at 7:27 pm.

Commissioner West motioned to close the public hearing at 7:28 pm. Commissioner Larson seconded. All in favor. Motion carried.

The Commissioners discussed the septic system and asked for an added condition regarding a maintenance plan and exterior level alarm.

Mr. Steinbrecher clarified that due to the setbacks on this property a drainfield would not be allowed no matter if there was a home or no home on this property.

The Commissioners discussed concerns about the 7-foot side setback.

Kristi Lacey, 236 Howard Ave S, Amery, WI, discussed the design layout of the home which included an ADA compliant entry way that results in the proposed width of the home and the request for the proposed side yard setbacks.

Commissioner Barnes asked about the other properties in the neighborhood. City Planner Licht responded.

Commissioner Barnes motioned to recommend approval of a variance to allow construction of a single-family dwelling located at 14203 285th Street, subject to the five conditions listed by city staff. Commissioner Bostock seconded.

Commissioner West asked about amending a condition. City Planner Licht stated condition five could be amended to require a management plan for septic maintenance.

Commissioner Barnes amended the motion to reflect approval of a variance to allow construction of a single-family dwelling located at 14203 285th Street, subject to the five conditions stated on the findings of fact, amended as follows:

5. All Subsurface Sewage Treatment System issues shall be subject to review and approval of the Building Official.
 - a. Use of the system as a temporary holding tank shall require a maintenance plan and annual reporting.
 - b. An exterior level alarm shall be installed on the holding tank.
 - c. Use of the Subsurface Sewage Treatment Systems as a holding tank shall cease upon the ability to install a drainfield in compliance with Minnesota Department of Health setback requirements.

Commissioner Bostock seconded.

Motion failed with a 3-3 vote.

Vertical Bridge - 28059 128th Street NW

City Planner Licht presented the planning report.

Alex Trueman, 4340 Stenson BLVD, Columbia Heights, is representing Vertical Bridge. Mr. Trueman stated that the cell tower was brought forward due to network demands. Mr. Trueman agreed with the recommendation of City staff.

Chair Mattson opened the public hearing at 8:01 pm.

Alex Koch, 12633 280th Ave, has concerns about the property value impacts, wildlife in the area, and the fencing around the tower. City planner Licht stated the Planning Commission does not consider impacts to property values as part of deliberations.

Tim Derrick, 28145 128th Street, has concerns about the location of the tower and states it does not comply with the zoning ordinance.

Kirstie Kantor, 12633 280th Ave, has concerns about the frequency coming from the tower.

David Durelle, 12640 280th Ave, has concerns about property values going down.

Dave Cowels, 12710 281st Ave, asked what the coverage radius is from where the tower is located.

Jane Takata, 28187 125th St, asked if the property owner chose the location of the tower on their property and asked if they get any monetary benefits from the tower.

Patricia Boudreau, 27833 128th St, stated concerns over the close proximity of the tower to the neighbors in the area.

Elizabeth Kantor, 12633 280th Ave, has concerns about health issues and wildlife.

Jon Clover, 28213 128th Ave, asked if the property owner was in attendance. Mr. Clover also stated that a Land Use Attorney can be hired by the residents to investigate the contract.

Dave Cowels, 12710 281st Ave, stated the National Association of Realtors determined a drop in property values around a cell tower. City Planner Licht described how the rear yard is determined and explained that property owners have a right to the application.

Tim Derrick, 28145 128th Street, reiterated the concern that the tower does not comply with the zoning ordinance.

Mr. Trueman recapped the need for the tower in the area. Mr. Trueman explained the site selection process noting that there are criteria from city zoning ordinances and from the Federal level that need to be followed.

Tim Derrick, 28145 128th Street, has concerns that the company is choosing the location based on it being the cheapest option and not taking into consideration other properties.

Dave Cowels, 12710 281st Ave, asked about the modeling program the companies use to choose the location of the tower.

Mr. Trueman explained the optimization of the cell tower system.

Alex Koch, 12633 280th Ave, stated that there are other locations for sale within the city that seem like better locations for a cell tower.

Commissioner Stofferahn motioned to close the public hearing at 8:37 pm. Commissioner Larson seconded. All in favor. Motion carried.

City Planner Licht stated condition eleven can be added to state the proposed tower location shall comply with section 900-27-7.A of the zoning ordinance prohibiting towers from being located within residential areas as defined by the zoning ordinance.

Commissioner Stofferahn motioned to recommend approval for a Conditional Use Permit to allow for construction of a telecommunications tower located at 28059 128th Street NW, subject to the conditions as stated on the findings of fact amended to include the following:

11. The proposed tower location shall comply with Section 900-27-7.A of the Zoning Ordinance.

Commissioner Barnes seconded. Commissioner Mattson, Barnes, Stofferahn, Larson, and Bostock in favor. Commissioner West opposed. Motion carried 5-1.

City of Baldwin - Adoption of Comprehensive Plan

City Planner Licht presented the planning report.

Chair Mattson opened the public hearing at 8:59 pm.

Commissioner West motioned to close the public hearing at 8:59 pm. Commissioner Stofferahn seconded. All in favor. Motion carried.

Commissioner West motioned to recommend approval of the adoption of the Comprehensive Plan. Commissioner Stofferahn seconded. All in favor. Motion carried.

City of Baldwin - Zoning Ordinance amendment establishing R2 district

Commissioner Barnes motioned to table the public hearing for the Zoning Ordinance amendment establishing an R2 district to July 22, 2026. Commissioner Larson seconded. All in favor. Motion carried.

New Business: None.

Old Business: None.

City Council Liaison Update:

Mayor Swanson updated the Planning Commission on recent City Council discussions.

Commissioner Update: None.

City Staff Update:

City Planner Licht updated the Planning Commission on future applications.

Miscellaneous Information and Communications: None.

Adjourn:

Commissioner Stofferahn motioned to adjourn the June 24, 2026 Planning Commission meeting at 9:31 pm. Commissioner Larson seconded. All in favor. Motion carried.



Submitted by: Kayla Nielsen
Deputy Clerk/Treasurer



Approved by: Clarence Mattson
Chair



Date

Attendees: Peter Coen, Kristie Lacey, Shane Steinbrecher, Tim Derrick, Kirstie Kantor, Alex Koch, Sue Vinge, Andy Dvoracek, Nancy Dvoracek, Dan Flynn, Gene Dvoracek, Chris & Dave Durelle, Judy & Bitsy Kantor, Dave & Brenda Cowles, Kathy & Todd VanSlyke, Elizabeth Kantor, Alex Trueman, Jan Takata, Pat & Dennis Boudreau, Jon Clover, and Al Walker.