SHERBURNE COUNTY

Planning & Zoning Administration

Sherburne County Government Center
13880 Business Center Drive
Suite 100
Elk River, MN 55330-4668
zoning@co.sherburne.mn.us
(763) 765-4450
1-800-438-0578

NOTICE OF PUBLIC HEARING

The Sherburne County Board of Adjustment will hold a Board of Adjustment Meeting at 6**:00 P.M.** on **July 9, 2026** at the Sherburne County Government Center, 13880 Business Center Drive, Elk River, Minnesota to consider the following applications. A hearing will not begin before the time set.

DEREK ANDERSON: (Property Owner: L & E Properties, LLC) Requesting a variance to the Shoreland Ordinance Section 14, Subdivision 8.42A which states "Impervious surfaces of lots must not exceed 25 percent of the lot area". Existing impervious surface is 63.8%, proposed impervious surface is 63.1%. Address: 17368 197th Ave NW, Big Lake, Mn Legal: Midwest Addition Two Lot 2, Block 1 Sec 21, Twp 33, Rge 27 PID #10-00532-0110 6.15 Acres Big Lake Township OA Industrial District and within the Natural Environment Lakeshore District of Unnamed Lake #710065.

TERRENCE KRAEMER: (Property Owner: DSI Properties, LLC) Requesting a 47.4' variance from the centerline of 197th Ave to construct an addition to an existing non-conforming structure. Required setback from the centerline of a township road is 100'. Address: 17275 197th Ave NW, Big Lake, Mn Legal: Parcel A: Those parts of the SW . . . (full legal on file) Sec 21, Twp 33, Rge 27 PID #10-00121-3407 10 Acres Big Lake Township OA Industrial District and within the Natural Environment Shoreland District of Preusse Lake #710063 and Natural Environment Lakeshore District of Unnamed Lake #710065.

JENNESSA ALEXANDER, DAVE TANNEHILL, KEVIN COX: Requesting a 40.7' variance from the centerline of 74th St SE to construct a new home. Required setback from the centerline of a township road is 100'. Address: 3611 74th St SE, Clear Lake, Mn Legal: That part of Government Lot 6 . . . (full legal on file) Sec 4, Twp 34, Rge 30 PID #20-00204-3119 .49 Acres Clear Lake Township Agricultural District and within the Recreational Development Lakeshore District of Long Lake #710159.

JENNESSA ALEXANDER, DAVE TANNEHILL, KEVIN COX: Requesting a 56.4' variance from the OHWL of Long Lake to construct a new home. Required setback from the OHWL of a Recreational Development Lake is 100'. Address: 3611 74th St SE, Clear Lake, Mn Legal: That part of Government Lot 6 . . . (full legal on file) Sec 4, Twp 34, Rge 30 PID #20-00204-3119 .49 Acres Clear Lake Township Agricultural District and within the Recreational Development Lakeshore District of Long Lake #710159.

The application may be viewed at https://www.co.sherburne.mn.us/364/Board-of-Adjustment or by scanning the QR code shown below. Public Hearing items will be available one week prior to the meeting.

The above hearings are open to you and any interested person, in opposition to or support of the request. The hearing of this request is not limited to those receiving copies of this notice, and if you know of any neighbor or affected property owner who for any reason has not received a copy, it would be appreciated if you would inform them of this hearing.

Lynn Waytashek, Planning & Zoning Administrator

DEPARTMENT OF TRANSPORTATION

US 10 Corridor – St. Cloud Area

Preliminary Design Project

July 2026

Agenda

- Engagement
- At-Grade Alternatives
- Truck Turning Exercise
- Facility Design Guide
- Grade Separated Layout
- Discussion

Engagement

Next Phase of Engagement

- Present the screened alternatives and the preferred at-grade layout to the public
- Gather feedback through in-person and virtually

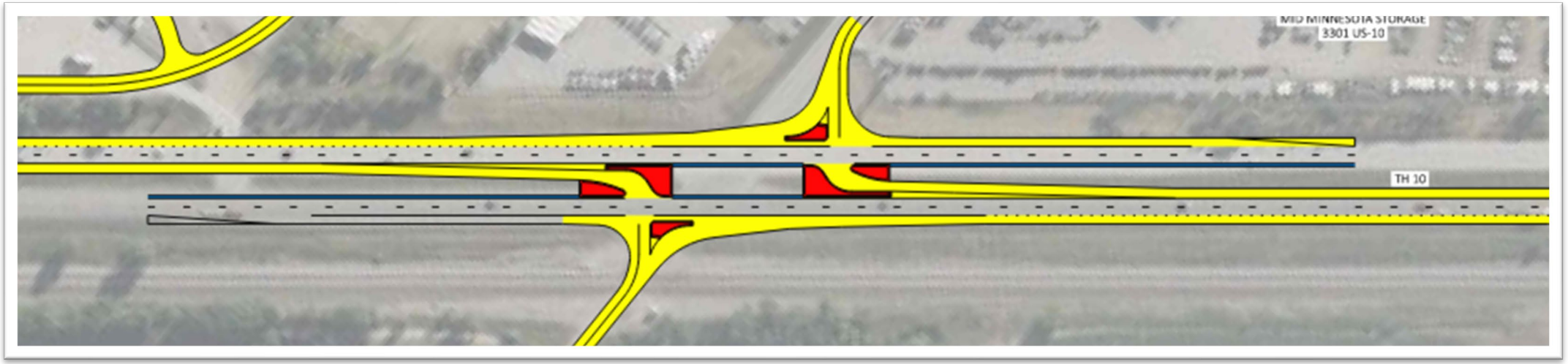
Public Meeting

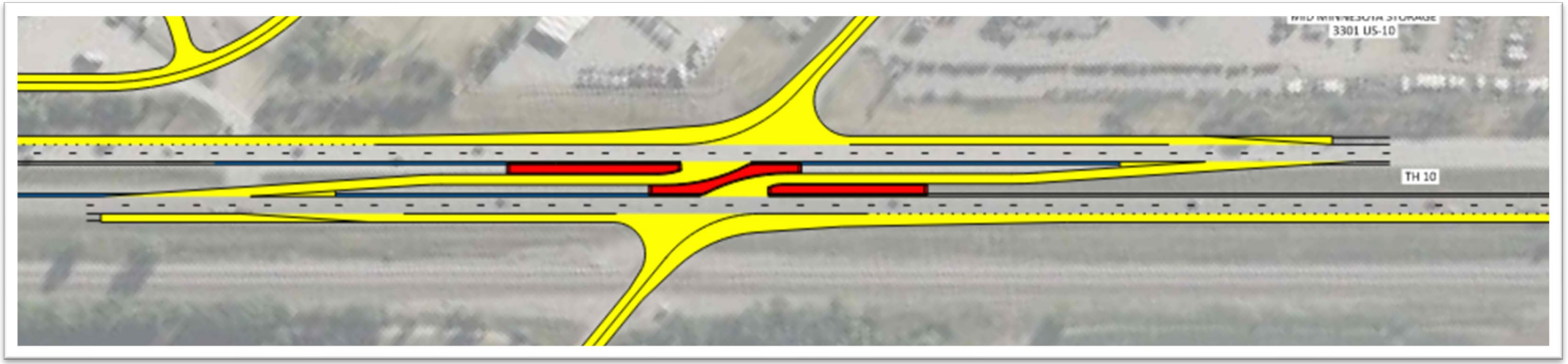
- Thursday 8/13
- St. Cloud Public Works: 1:00-3:00 p.m.
- Haven Town Hall: 4:30-6:30 p.m.



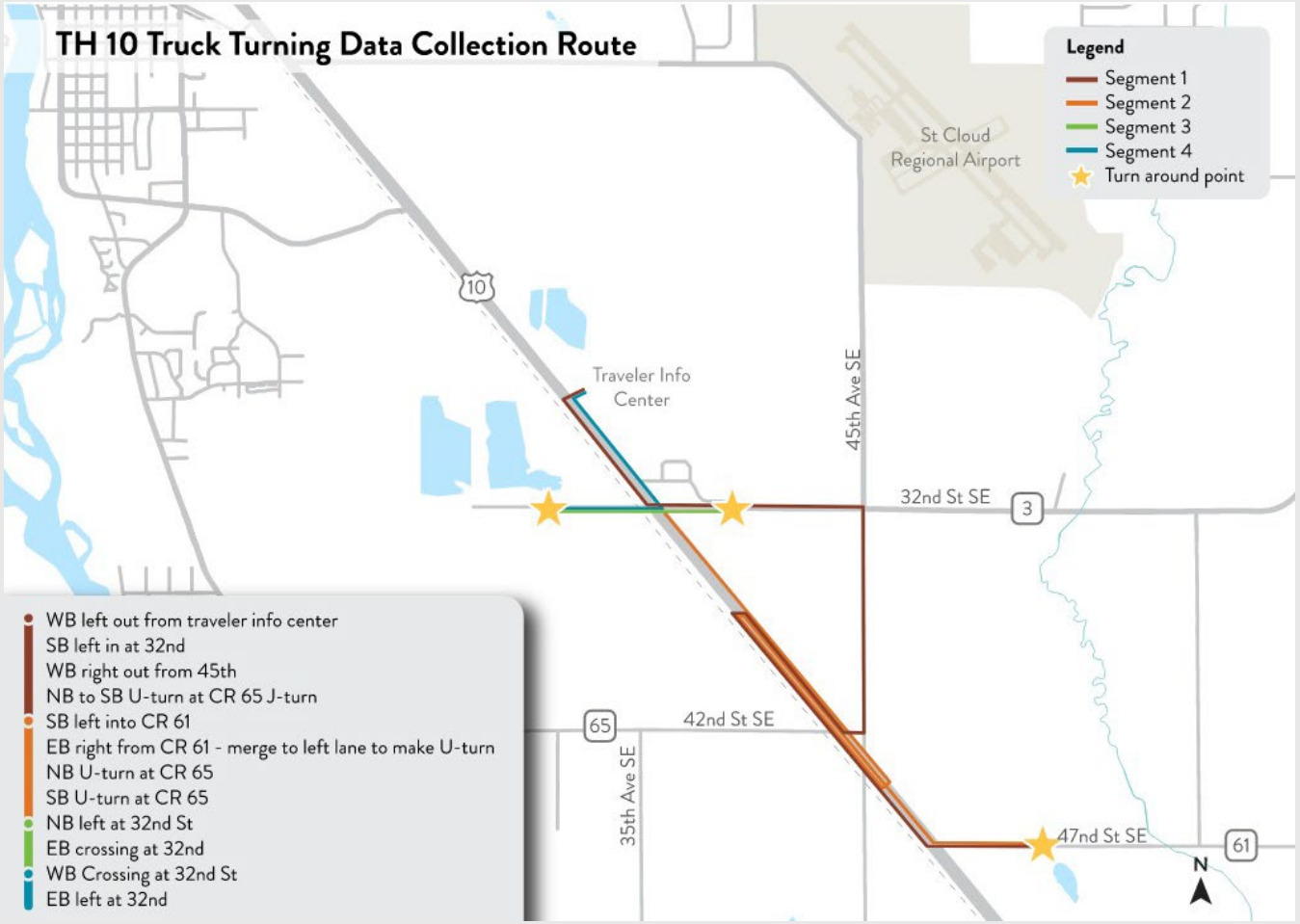


At-Grade Alternatives





Truck Turning Exercise



- Monday, May 11
- Coordinated with Knife River
- CR 65
- 32nd Street



Truck Turning Exercise

Run 1 - Unloaded

Truck 1: WB-50

Segment	Movement	Movement Type	To Major or Minor Road?	Conflict-Exposure (1)	Acceleration (2)		
					39 mph	55 mph	65 mph
Segment 1	Left Out @ Traveler Info Center	Left Turn	To Major	8	24	30	-
	Left In @ 32nd St	Left Turn	To Minor	5	20	32	-
	Right Out @ CR 65	Right Turn	To Major	9.5	-	-	-
	CR 65 U-Turn	U-turn	To Major	15	-	-	-
	Left In @ CR 61	Left Turn	To Minor	8.5	-	-	-
Segment 2	Right Out @ CR 61	Righ Turn	To Major	20	19.5	-	55
	CR 65 U-Turn	U-turn	To Major	9/	25	40	?
	(3)				17	30	43
	Left In @ 32nd St	Left Turn	To Minor	7.5	-	-	-
Segment 3	EB Crossing @ 32nd St	Crossing	To Minor	11	-	-	-
	WB Crossing @ 32nd St	Crossing	To Minor	12	-	-	-
Segment 4	Left Out @ 32nd St	Left Turn	To Major	11	20	32	50

Truck 2: Quint Axle Dump Truck

Segment	Movement	Movement Type	To Major or Minor Road?	Conflict-Exposure (1)	Acceleration (2)		
					39 mph	55 mph	65 mph
Segment 1	Left Out @ Traveler Info Center	Left Turn	To Major	15*	10.5	19.5	-
	Left In @ 32nd St	Left Turn	To Minor	4	-	-	-
	Right Out @ CR 65	Right Turn	To Major	6	-	-	-
	CR 65 U-Turn	U-turn	To Major	11	9	15	-
	Left In @ CR 61	Left Turn	To Minor	3.5	-	-	-
Segment 2	Right Out @ CR 61	Righ Turn	To Major		11	21	30
	CR 65 U-Turn	U-turn	To Major	11	10		
	(3)				15	28	37
	Left In @ 32nd St	Left Turn	To Minor	5	-	-	-
Segment 3	EB Crossing @ 32nd St	Crossing	To Minor	8	-	-	-
	WB Crossing @ 32nd St	Crossing	To Minor	8	-	-	-
Segment 4	Left Out @ 32nd St	Left Turn	To Major	5	11	23	32

Run 2 - Loaded

Truck 1: WB-50

Movement	Movement Type	To Major or Minor Road?	Conflict-Exposure (1)	Acceleration (2)		
				39 mph	55 mph	65 mph
Left Out @ Traveler Info Center	Left Turn	To Major	13	35	-	-
Left In @ 32nd St	Left Turn	To Minor	4	-	-	-
Right Out @ CR 65	Right Turn	To Major	14.5	-	-	-
CR 65 U-Turn	U-turn	To Major	12/21	30	-	-
Left In @ CR 61	Left Turn	To Minor	?	-	-	-
Right Out @ CR 61	Righ Turn	To Major	-	35	-	-
CR 65 U-Turn	U-turn	To Major	11/24	39	-	-
(3)				28	60	78
Left In @ 32nd St	Left Turn	To Minor	7.5	-	-	-
EB Crossing @ 32nd St	Crossing	To Minor	13	-	-	-
WB Crossing @ 32nd St	Crossing	To Minor	14	-	-	-
Left Out @ 32nd St	Left Turn	To Major	10	-	60	-

Truck 2: Quint Axle Dump Truck

Movement	Movement Type	To Major or Minor Road?	Conflict-Exposure (1)	Acceleration (2)		
				39 mph	55 mph	65 mph
Left Out @ Traveler Info Center	Left Turn	To Major	9	17.5	-	-
Left In @ 32nd St	Left Turn	To Minor	5	-	-	-
Right Out @ CR 65	Right Turn	To Major	7	-	-	-
CR 65 U-Turn	U-turn	To Major	13	18	-	-
Left In @ CR 61	Left Turn	To Minor	4	-	-	-
Right Out @ CR 61	Righ Turn	To Major		20	-	-
CR 65 U-Turn	U-turn	To Major	12.5	17	-	-
(3)				16.5	29	41
Left In @ 32nd St	Left Turn	To Minor	5	-	-	-
EB Crossing @ 32nd St	Crossing	To Minor	10	-	-	-
WB Crossing @ 32nd St	Crossing	To Minor	9.5	-	-	-
Left Out @ 32nd St	Left Turn	To Major	8	20	43	-

Notes:

All values were recorded in seconds

(1) Conlfict-exposure time was determined by the the time the truck enters the closest through lane of TH 10 until the entire vehicle completely clears the traveled lanes for crossing movements or is fully within the lane for turning movements

(2) time it takes to accelerate to specified speed

(3) movement missed (SB to NB U-turn at CR 65)

Facility Design Guide

- 6D.2.6.1 Median U-turn Design
  - F—Consider acceleration lanes when sufficient gaps are not available for entering vehicles. Do not use them in conjunction with direct crossings to the MUT lane. Begin the exit taper to the MUT lane 600 to 750 feet beyond the end of the full-width portion of the acceleration lane to accommodate appropriate lane changing.
- 6D.2.6.5 Acceleration Lanes
  - A—Acceleration lanes allow turning vehicles to accelerate to mainline traffic speed before merging, allowing vehicles to enter a roadway where gaps are not sufficient for a direct entry.
  - B—As a stop-controlled J-turn design approaches its capacity limits, design adjustments such as acceleration lanes can be added to prolong acceptable operations.
  - C—Studies have shown that divided highway intersection crash rates tend to be higher when acceleration lanes are present. Additionally, research has shown that drivers merge at the first available opportunity and do not utilize the full acceleration length as intended when gaps are available.
  - D—Include right-turn acceleration lanes when necessary, but median acceleration lanes are not part of the J-turn design.

At – Grade Next Steps

- Finalize Acceleration Lane Analysis
  - Gap Analysis
  - Intersection/Mainline Delay
  - Follow up from D3/GDSU/OTE meeting
- Complete ICE Reports
  - RCI vs Protected Left Out
- Present at-grade recommendations to TAC (August or September)

Grade Separated Layout

Interchange Recommendation

- March 2026 - Presented Technical Recommendation to TAC
- April/May 2026 – Business Outreach
- May 2026 – Reviewed at State and City/County Workshops
- June 2026 – Discussed Recommendation at TAC
- July 2026 – Confirm Recommendation, Begin Staff Approved Layout Development

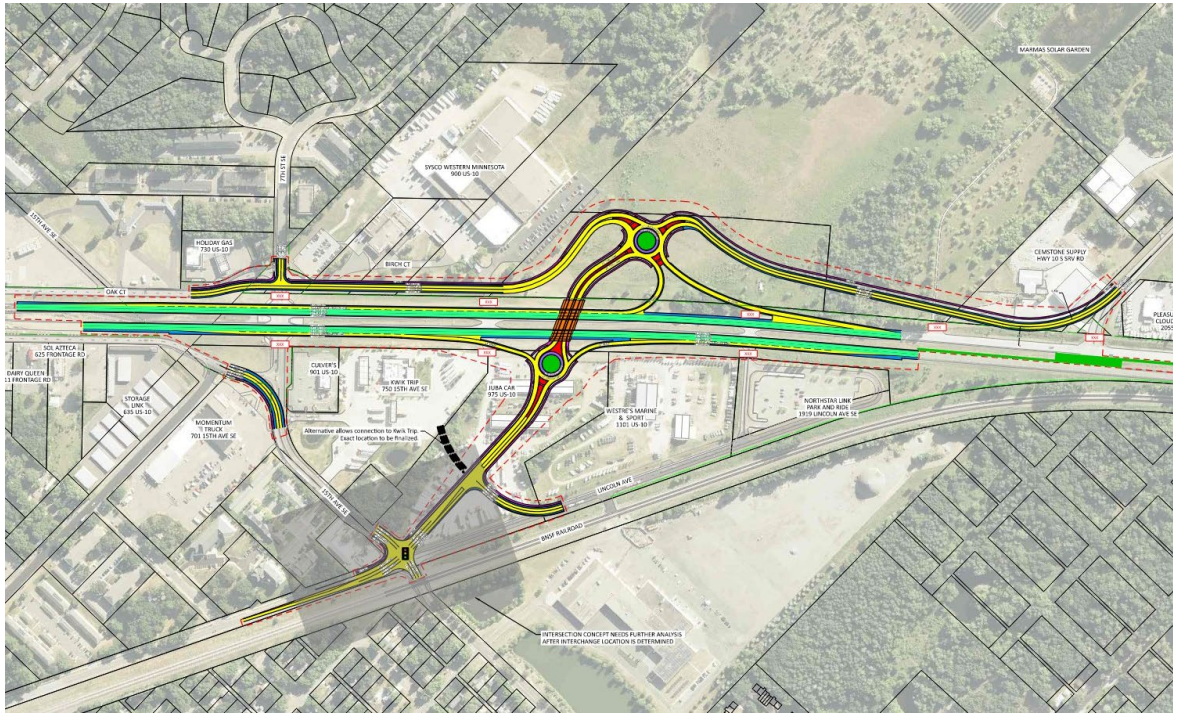
Interchange Recommendation

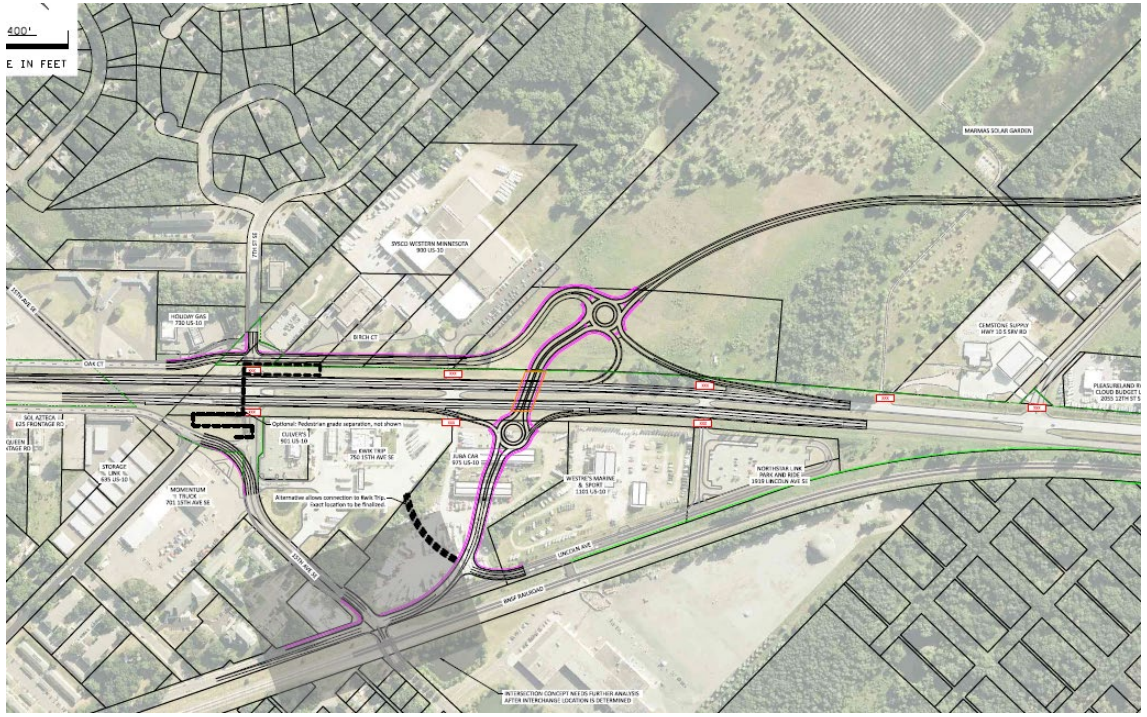
- 3B – Midway Compact Diamond with Roundabouts
  - Highest Score for Addressing Needs
  - Higher than 2-1F - 12th St due to closer proximity to existing crossing
  - Lower than 1A – 15th Ave in SEE impacts
  - ROW impacts included – but cost not factored (taking of Holiday with major Sysco and Storage Link impacts vs taking of Juba Car vs taking of Park and Ride)

Interchange 3B Compact Diamond with Roundabouts

Several variations of local road connections

- Will finalize during layout development





Discussion

- Engagement
- At-Grade
- Interchange

From: Jake Stenzel assessorjake@gmail.com
Subject: Assessing Services
Date: Jul 10, 2026 at 10:18:35 AM
To: Tammy Schefers clerk@haventwp.org
Cc: Eric Meyer supervisormeyer@haventwp.org, Randy Linn supervisorlinn@haventwp.org

Dear Local Leaders,

My name is Jake Stenzel, and I am the owner of Elevated Assessing, an independent property assessment firm dedicated to providing professional, responsive, and personalized assessment services to local communities. I am reaching out to introduce my company and to see if your city would consider Elevated Assessing for its current or future assessment service needs.

I have over eight years of experience in property assessment, beginning at the county level and most recently serving as the independent Assessor for the City of Baldwin for the last 4 years. As a licensed Accredited Minnesota Assessor (AMA), I bring the knowledge and experience necessary to provide accurate, equitable, and transparent property assessments while ensuring compliance with Minnesota assessment standards.

One of the advantages of working with Elevated Assessing is the level of service I can provide. As an independent assessor, I am able to offer flexible scheduling, including evening and weekend appointments when needed, allowing residents greater convenience than is often possible through larger county assessment offices. I pride myself on being accessible, responsive, and committed to providing exceptional customer service to both city staff and residents.

Whether your jurisdiction is seeking full assessment services, specialized assessment support, or assistance during periods of transition or increased workload, I would welcome the opportunity to discuss how Elevated Assessing can meet your community's needs. My goal is to build lasting partnerships with local governments by providing dependable service, open communication, and a personalized approach to property assessment.

Thank you for your time and consideration. I would be happy to answer any questions or schedule a time to discuss how Elevated Assessing can serve your city.

Sincerely,

Jake Stenzel, AMA
Owner & Assessor
Elevated Assessing
Cell: 763-496-7565
Business: 763-308-5049
Email: AssessorJake@gmail.com

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Jake Stenzel, AMA
City of Baldwin Assessor
Ph: (763) 308-5049
E: AssessorJake@gmail.com

From: Halverson, Karin Karin.Halverson@wsp.com
Subject: Beltline Connection EIS CSAH 75 to US 10 - PMT #2 Scheduling
Date: Jun 24, 2026 at 2:36:52 PM
To: gibson gibson@stcloudapo.org, Michael.Decker@stearnscountymn.gov, Zach.Heimer@co.sherburne.mn.us, Matt Glaesman matt.glaesman@ci.stcloud.mn.us, zachary.borgerding zachary.borgerding@ci.stcloud.mn.us, Tammy Schefers clerk@haventwp.org, Cruikshank, Thomas (DOT) Thomas.Cruikshank@state.mn.us, nicola.blake-bradley@state.mn.us, Angie Bersaw Angie.Bersaw@bolton-menk.com, Robin Caufman robin.caufman@bolton-menk.com, Bryan Nemeth Bryan.Nemeth@bolton-menk.com, Bob Rogers bob.rogers@bolton-menk.com, Haifeng Xiao xiao@hfteinc.com, Della Young della@youngecg.com, Suzy Lindberg Suzy@youngecg.com, Russ Halverson russ.halverson@ranieng.com
Cc: US-Beltline Connection EIS - CSAH 75 to US 10 US-BeltlineConnectionEIS-CSAH-75-US-10@wsp.com, Bents, Jamie Jamie.Bents@wsp.com, Holte, Ken Kenneth.Holte@wsp.com, Andrew Witter Andrew.Witter@co.sherburne.mn.us, David.Roedel@co.sherburne.mn.us, Joe Then supervisorthen@haventwp.org, Eric Meyer supervisormeyer@haventwp.org

Hello!

I am reaching out to you all in order to get a second meeting scheduled for the Beltline Connection EIS project. The meeting will be an hour long targeting sometime in the latter half of July.

If you could please fill out the poll linked here: https://whenisgood.net/9qijhtb

I would appreciate a response by **July 2nd** if possible. Please let me know if you are unable to attend any of the listed times, or if you have any questions or concerns.

Thank you again,
Karin

Karin Halverson
Associate Consultant, Transportation Planning
(She/Her)

T +1 612-373-8901

WSP
250 Marquette Ave., Suite 570
Minneapolis, MN 55401

wsp.com



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4 Land Use & Development

This Land Use and Development chapter is an update to the existing 2016 Comprehensive Plan chapter to reflect St. Cloud's changing needs and priorities. Building on the City's existing pattern of development as a foundation, this update to the Land Use and Development chapter identifies what types of development are desired and needed for the City of St. Cloud.

The Land Use Plan provides a framework for future planning decisions that builds upon the desirable characteristics of St. Cloud's established residential neighborhoods, commercial districts, and employment areas. Retaining an appropriate mix of land uses in the community is key to ensuring that the City continues to grow and maintain itself in an economically and environmentally sustainable manner. As such, the Land Use Plan seeks to promote balanced growth while preserving natural areas and open space.

Goals

Promote growth that strengthens existing neighborhoods and minimizes impacts to City resources, infrastructure, and the natural environment.

Objectives

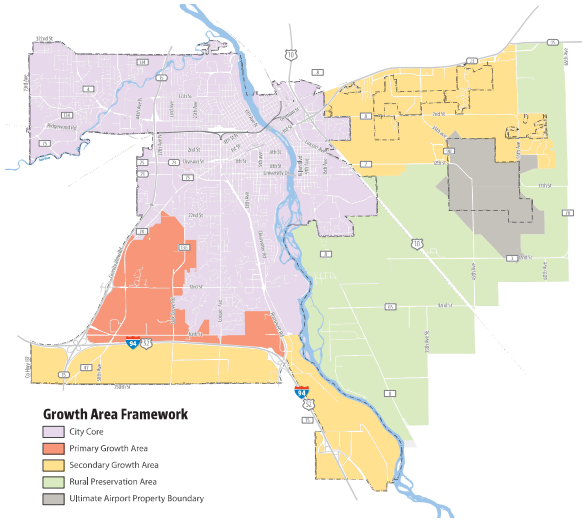
- Encourage infill development within the City Core through converting industrial lands to multi-family residential and mixed-uses.
- Support transit-oriented redevelopment in the East End to optimize the use of land near the train station.
- Discourage noncontiguous development to limit impacts to community facilities and services.
- Promote new commercial development opportunities along Highway 10 to accommodate future growth while maintaining existing infrastructure and services.
- Continue to maintain and invest in existing neighborhood infrastructure and services as the City grows.
- Coordinate future land uses with Stearns County, Benton County, Sherburne County, and adjacent municipalities and townships.
- Ensure annexation agreements reflect current growth, development, and land use goals and practices.

Population Projections (2020-2050)

St. Cloud & St. Cloud Region

	2020		2050	Projected Change (2020-2050)	
	Population	Percentage	Population	Population	Percentage
St. Cloud	70,636	50.5%	80,921	10,285	14.6%
St. Cloud Region	139,767	100.0%	171,775	32,008	22.9%

Source: St. Cloud APO Long Range Transportation Plan 2040



Growth Areas Framework

The City of St. Cloud currently makes up approximately 50.5% of the region's total population and if this share of the regional population is maintained, St. Cloud is projected to grow by more than 10,000 residents between 2020 and 2050, according to the St. Cloud Area Planning Organization.

As St. Cloud's population grows, additional pressure will be placed on undeveloped areas within and surrounding the City, including extensive agricultural areas and natural areas. The Growth Areas Framework provides a general guide as to what areas are best suited to accommodate future growth through the year 2050. While the Land Use Plan presented in the following section identifies how various areas should be developed in response to projected population growth, the Growth Areas Framework identifies when such development should occur.

Accommodating Future Growth

St. Cloud is projected that it will need a total of approximately 34,397 households by 2050, up from 30,582 households in 2020, representing an increase of about 11.1% between 2020 and 2050. Building on this understanding, the Growth Areas Framework identifies what areas should be prioritized for development in accordance with the Land Use Plan and what areas should be preserved and retained to accommodate additional growth beyond the horizon of this Comprehensive Plan.

The Growth Areas Framework consists of four components: City Core, Primary Area, Secondary Area, and Rural Preservation Area. These components establish priorities for future growth within the planning area with an emphasis on leveraging existing infrastructure. The Growth Areas Framework does not preclude development from occurring outside priority growth areas; however, it serves to encourage infill development and avoid leap-frog development. Adhering to the Growth Areas Framework, in concert the Land Use Plan, will reinforce existing neighborhoods and ensure future growth occurs in a well-managed and resource-efficient manner.

City Core

The City Core is centered on Downtown St. Cloud and comprises portions of the City that have experienced extensive development, including the City's Core Neighborhoods, established commercial districts, industrial corridors, and new, complete residential subdivisions. Future growth in St. Cloud should be prioritized within the City Core to stabilize and strengthen existing neighborhoods. Within the City Core, the City should promote the redevelopment of underutilized or vacant industrial lands and support transit-oriented development near the train station or along major corridors like Division Street or Highway 10.

With the Highway 10 reconstruction process underway, industrial uses in the area are less viable as freight access may become restricted. Uses like multi-family residential and neighborhood commercial are encouraged in the area to replace vacating industrial uses.

Primary Growth Area

The Primary Growth Area includes land that is adjacent to the City Core in incorporated areas to the south of 33rd Street South and north of I-94. This area is already served by infrastructure and City services. In accordance with the Land Use Plan, future development within the Primary Growth Area should primarily consist of single-family detached and attached housing complemented by a mix of multi-family strategically located adjacent to significant natural areas and major transportation corridors. The 33rd Street interchange at Trunk Highway 15 should anchor new regional commercial development while the interchange at Trunk Highway 15 and I-94 should serve as a light industrial area for uses such as warehousing and logistics. Smaller-scale, neighborhood-serving commercial development should be located at other key intersections along I-94 including County Road 136 and Roosevelt Road within the Primary Growth area.

Opportunities exist for infill housing and redevelopment within the Primary Growth Area, including incomplete subdivisions or vacant parcels ready for development between 33rd Street and 40th Street. Moving forward, new housing construction should be compatible to the scale and intensity of existing development and connectivity should be encouraged with adjacent neighborhoods. Similarly, complementary development should be encouraged within and adjacent to existing industrial and business park areas along the I-94 corridor.

As development occurs, new streets should be aligned to connect to the existing roadway network and existing neighborhoods. Trails and non-motorized transportation networks should be integrated to expand pedestrian and bicycle connectivity and access.

Secondary Growth Area

The Secondary Growth Area includes areas located south of I-94 and areas located in the western portion of Minden Township, south of Highway 23, in the northeastern portion of the City's planning area. Development within the secondary growth area will require strategic annexation by the City to ensure newly incorporated areas are adequately served by municipal infrastructure without undermining the existing system. Portions of the Secondary Growth Area have already been incorporated into the City of St. Cloud. These areas are generally served by City infrastructure, but additional capacity may be required to properly supply future development with needed water and sewer.

Consistent with the Land Use Plan, development within the Secondary Growth Area should primarily consist of single-family detached land uses, but should also include areas of denser, single-family attached and multi-family housing units. Additional employment-related development such as new industrial and manufacturing land uses should also be encouraged along I-94 and areas north of the St. Cloud Regional Airport.



Rural Preservation Area

The Rural Preservation Area consists of areas that are predominantly rural in nature with agricultural and rural residential uses that are not serviced by City infrastructure, primarily the southeast quadrant of the City's planning area. Development within the Rural Preservation Area will require significant investments in infrastructure including the extension of water and sewer across the Mississippi River in concert with the extension of 33rd Street east to Trunk Highway 10. Projected population growth through the year 2050 should be accommodated within the City Core and Primary and Secondary Growth Areas, minimizing the need for new development within the Rural Preservation Area.

In general, the City of St. Cloud should discourage development within the Rural Preservation Area until land within both the Primary and Secondary Growth Areas has been built out. Although it is projected that the Primary and Secondary Growth Areas have adequate capacity to absorb future growth and development over the life of this Comprehensive Plan, if development occurs more quickly and begins to impact the Rural Preservation Area, the City should consider revisiting the Comprehensive Plan. For example, the Southwest Beltline roadway connection aligned with 33rd Street travelling east-west may require further analysis to plan for impacts to land uses, infrastructure and community facilities. However, should this connection become a major corridor through the City, development within the extended area will likely be comprised of a mix of uses.

Land Use Plan

The Land Use Plan identifies desired uses throughout the City of St. Cloud and its planning area. All parcels have been designated under one of 16 land uses categories which include:

- Single-Family Detached
- Mixed Residential
- Multi-Family
- Southside Residential
- Neighborhood Commercial
- Corridor Commercial
- Regional Commercial
- Downtown
- Mixed-Use
- Office & Research
- Light Industrial
- Quarry
- Parks and Open Space
- Public/Semi-Public
- Rural
- Utility
- Airport

Single-Family Detached

Single-Family Detached homes should remain the predominant land use within St. Cloud which are primarily located adjacent to the north, west, and south of Downtown St. Cloud. This land use varies in intensity from half-acre lots in some newer subdivisions near to the south of 22nd Street South, to more traditional, smaller lot single-family in the Core Neighborhoods and adjacent areas. While a mix of renter-occupied housing should be accommodated, single-family neighborhoods should primarily comprise owner-occupied housing and the conversion of owner-occupied housing to renter-occupied or multi-unit housing should be strongly discouraged.

Mixed Residential

This land use encompasses a range of residential uses. Mixed residential land uses include single-family detached homes, single-family attached homes, and low-density multi-family development. Single-family attached homes include both two-unit and multi-unit single-family attached structures, such as rowhomes and townhomes, but each dwelling maintains its own entrance. Within the mixed residential land use category, single-family attached homes provide an important housing option within St. Cloud, serving as a stepping stone to home ownership in single-family neighborhoods and providing opportunities for empty-nesters to downsize. Single-family attached development of limited scale and intensity may be integrated within a predominantly single-family detached area; however, it must maintain the character of the surrounding neighborhood. Single-family attached development can be used to buffer single-family detached residential areas from more intense development such as commercial or industrial. Similarly, low-density multi-family structures and high density single-detached homes can be seamlessly integrated utilizing similar design characteristics. This land use can be used at infill locations to increase the number of residents living in areas well-served by infrastructure and community assets such as Downtown St Cloud.

Multi-Family

Multi-family housing should continue to compose a significant portion of the overall housing stock in St. Cloud. Multi-family includes structures where residences are stacked horizontally and vertically, with individual units sharing a common entrance and on-site amenities. The multi-family category includes traditional multi-family housing such as apartments and condominiums, as well as senior housing and affordable housing developments. The Multi-Family land use serves a vital role in providing a diverse range of housing St. Cloud to a range of incomes and stages of life including from higher education students and young professionals, to recent immigrants and seniors.

As with mixed residential development, multi-family development should be encouraged along major corridors where it can serve as a buffer between commercial areas and single-family neighborhoods. Vacant or underutilized properties in the east end of Downtown St. Cloud should also be targeted for multi-family development where residents are in proximity to numerous community amenities including the train station. Multi-family infill of appropriate scale and character should be encouraged along the Division Street and Highway 10 corridors while the conversion of single-family homes to multi-family structures should be discouraged.

2026 Downtown Plan Vision Statement

The Vision Statement describes what Downtown St. Cloud will become by 2045. It reflects the key ideas and themes identified through community engagement and captures the community's shared aspirations for Downtown.

By 2045, Downtown St. Cloud will remain a premier destination for entertainment, art, history, culture, and riverfront activity. Downtown will function as a lively, year-round destination that balances regional appeal with a strong local identity. The City will continue to leverage its historic architecture and character, supporting active streets, vibrant public spaces, and a multimodal environment that prioritizes people.

People will enjoy family-friendly activities, well-designed parks and plazas, local shops, restaurants, food trucks, and year-round events. Downtown will offer a safe, comfortable, and accessible experience for all users. Strong connections to major anchors such as St. Cloud State University and CentraCare will reinforce Downtown's role within the broader community.

The City will actively support redevelopment and reinvestment in both residential and commercial uses, honoring Downtown's historic identity as the Granite City while establishing a dynamic, active riverfront destination. Downtown will provide amenities and experiences that serve residents, businesses, and visitors alike.



Southside Residential

The Southside Residential neighborhood is home to St. Cloud State University and much of the student population in the City. The neighborhood represents a unique residential land use category within the City. The historic Southside consists of a distinct mix of single-family homes, townhomes, multi-family structures, and single-family homes that have been converted to multi-family units. Multiple housing types often intermingle within the same block and while significant multi-family and rental housing development has occurred within the southside, there is a strong desire to retain and enhance the single-family character of the area as reinvestment and redevelopment occurs.

The Southside Residential area serves as a transition area between Downtown and the University campus. A mix of housing options in this area should continue to be supported to ensure long-time residents and students have high quality housing options. Future development and redevelopment should be of appropriate scale and character for the neighborhood. New construction and redeveloped properties will help to encourage additional reinvestment and revitalize the area. Additional discussion of these strategies is provided in Chapter 5: Housing & Neighborhoods.

Mixed-Use

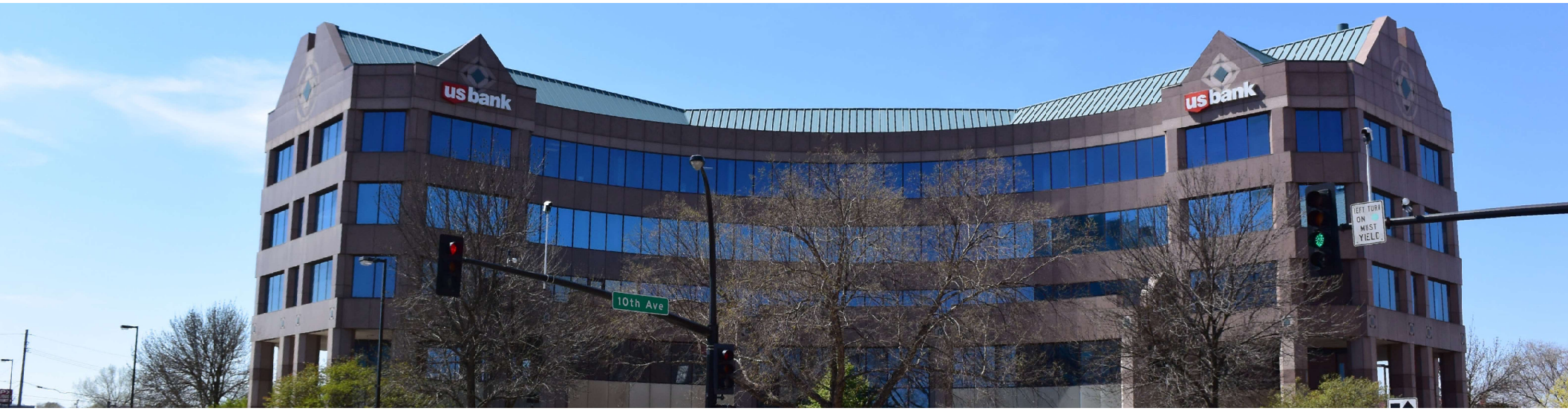
The Mixed-Use category consists of a multi-story, mixed-use structures featuring retail, restaurant, and service uses on the ground floor and office or residential uses on the upper floors. Mixed-Use development is concentrated within Downtown St. Cloud and should continue to be encouraged throughout Downtown to increase foot traffic and create a more vibrant atmosphere. Buildings should be located at or near the sidewalk with parking provided through a combination of on-street spaces and existing off-street parking structures. Given the availability and proximity of public transit and other amenities, reduced parking requirements for residential units should also be considered to help encourage more dense development that complements the existing historic character of Downtown. Additional discussion of mixed-use development in Downtown St. Cloud is located in Chapter 10: Subarea Plans.

Neighborhood Commercial

The Neighborhood Commercial land use consists of small-scale commercial business that cater to the everyday shopping and service needs of St. Cloud's residential neighborhoods. Neighborhood Commercial uses are geared toward the service, retail, and convenience needs of the surrounding community. Structures within a Neighborhood Commercial area should be of a similar size and scale to the adjacent residential community and exhibit complementary architecture and materials. Neighborhood Commercial uses are typically located along corridors such as Division Street and portions of Highway 10 to encourage pedestrian-oriented development with improved pedestrian connectivity, upgraded landscaping, and enhanced streetscapes.

Corridor Commercial

The Corridor Commercial land use designation encompasses a range of commercial uses that are sited along primary roadways. These include, but are not limited to retail, entertainment, and service commercial businesses that are sited within large commercial developments, inline retail centers, or as individual sites along portions of Division Street and University Avenue. With corridor commercial areas being sited along busy roadways, curb cuts should be reduced, and cross-access encouraged between businesses to minimize conflict points and increase access. Corridor Commercial areas are auto-oriented by nature but should be enhanced to be pedestrian-oriented, including the introduction of parking lot and perimeter landscaping that fosters an inviting environment for all users.



Regional Commercial

Areas designated as Regional Commercial are intended to accommodate larger commercial shopping centers and developments that serve a more regional function, drawing on a customer base that extends beyond the City limits. These areas often have a mix of big box stores and national retailers set among large shared parking areas. Commercial service uses are also appropriate within Regional Commercial areas, but must be compatible with adjacent and nearby retail and commercial shopping areas and should be located so as to not occupy prime retail locations.

As key destinations for tens of thousands visitors on a daily basis, the appearance of Regional Commercial areas has a significant impact on the City of St. Cloud's image within the region. As such, enhancements to on-site landscaping, vehicular circulation, and pedestrian access should be prioritized to create a unique sense of place that is welcoming to visitors and local residents alike.

Office & Research

The Office and Research land use category accommodates professional offices, medical offices, and research facilities that are clustered or arranged in a business park or campus setting. This land use broadens the potential to attract employment-related development to St. Cloud by providing opportunities to accommodate corporate users in areas outside Downtown. Similar to light industrial uses, future Office and Research areas are concentrated along the I-94 and Trunk Highway 15 corridors where land is available to accommodate larger scale users. As prominent features along major roadways, Office and Research developments should be of high quality and reflect positively on the image of the City using high quality architecture, signage, and landscaping.

Light Industrial

Areas designated for Light Industrial are intended to accommodate a variety of uses ranging from light assembly, storage and distribution, low intensity fabrication operations, intense commercial service uses, and others. Light Industrial uses are concentrated near major transportation corridors such as the I-94 corridor or portions of Roosevelt Road and range from larger tenants like warehousing and logistics facilities and to smaller tenants like auto repair shops. The scale and intensity of Light Industrial uses should vary based on context and respect the scale and character of nearby non-industrial development. Industrial uses should be well buffered and screened to minimize noise, light, and other environmental nuisances to adjacent commercial and residential areas.

Public/Semi-Public

The Public/Semi-Public category encompasses a wide variety of uses that provide public services and facilities to St. Cloud residents and businesses. Specific uses include, but are not limited to, government-owned facilities, hospitals, local schools, universities, and places of worship. A significant portion of the Public/Semi-Public land use category is dedicated to medical uses. These areas include the CentraCare Medical Plaza, CentraCare St. Cloud Hospital, and the St. Cloud VA Medical Center. Higher education institutions such as St. Cloud State University and St. Cloud Technical Community College also make up much of the Public/Semi-Public land use category. With Public/Semi-Public land uses generally serving the public, multi-modal access including vehicular, public transit, walking, and biking should be integrated within all Public/Semi-Public sites and nearby neighborhoods. Additional discussion of Public/Semi-Public uses is located in Chapter 8: Community Facilities & Service Plan.

Airport

The Airport land use category includes the St. Cloud Regional Airport as well as adjacent land that may be impacted by airport operations as identified in the St. Cloud Regional Airport Master Plan Update (2017).

Quarry

Known as the Granite City, St. Cloud and its planning area are home to numerous quarries dedicated to the extraction of stone and other minerals. It is anticipated that existing quarries will remain active during the life of the Comprehensive Plan, while no new quarries are currently designated. Future Quarries should be located in areas of the City that will not restrict or limit future growth and development.

As discussed in the Industrial Areas Framework, over the near term, it is important that the City and surrounding townships continue to enforce mining operation regulations to minimize negative impacts on nearby residents related to noise, dust, and potential nuisances. Over the long term, it is important that long-term site remediation and reclamation plans are in place to ensure compatibility with future development and leverage quarry areas as natural assets to the greater St. Cloud community.

Utilities

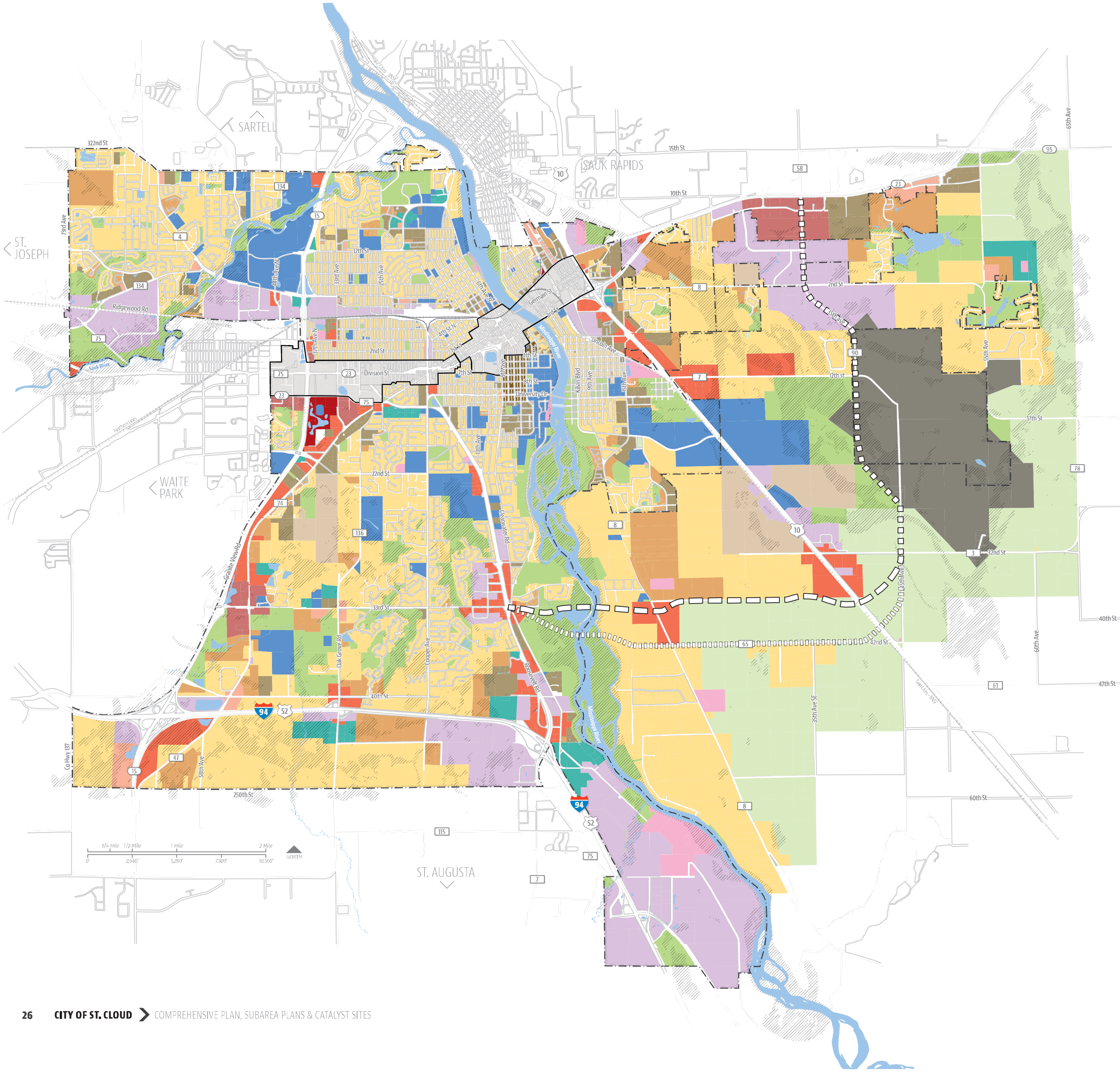
The Utilities land use includes land that is dedicated to utility infrastructure such as gas, electric, water, and wastewater. This land use also includes various utility and railroad rights-of-way.

Parks & Open Space

The Parks and Open Space designation is defined by areas that are used for active and passive recreation as well as natural areas. These include fully programmed park spaces that are owned and operated by the City of St. Cloud, common open space areas within subdivisions, and significant environmental features such as large tree stands, floodplains, wetlands, and lands with steep slopes. New open space areas or neighborhood parks should be incorporated in new developments in Downtown and corridors within the City Core and growth areas. Additional discussion of Parks and Open Space uses is located in Chapter 9: Parks, Open Space & Environmental Features.

Rural Preservation

The Rural Preservation land use encompasses the southeast quadrant of the St. Cloud planning area. Currently, agriculture and rural homesteads are the predominant land uses within this area and should remain as such during the life of this Comprehensive Plan. Development should be discouraged within the Rural Preservation areas until other portions of the planning area are built out in accordance with the Growth Areas Framework. Should significant development pressure exist to accommodate a growing population and job base, the City should reevaluate and update the Comprehensive Plan.



CITY OF ST. CLOUD

Land Use Plan

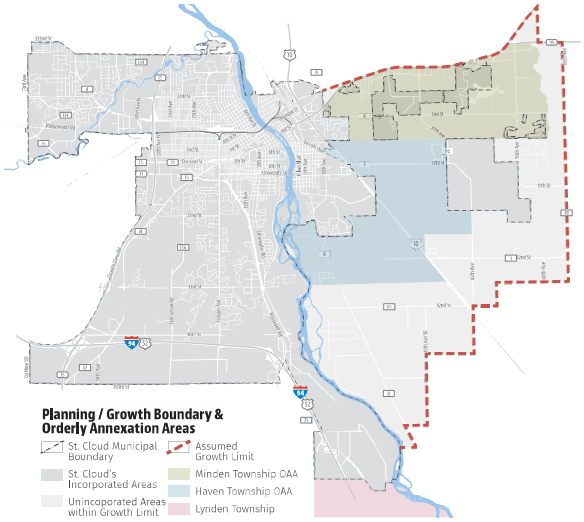
KEY

- Single Family Detached
- Mixed Residential
- Multi-Family
- South Side Residential
- Neighborhood Commercial
- Corridor Commercial
- Regional Commercial
- Mixed-Use
- Office & Research
- Light Industrial
- Parks and Open Space
- Public/Semi-Public
- Rural
- Utilities
- Quarry
- Airport

- Downtown and Division Street Subareas

*See the Division Street and Downtown subareas in Chapter 10, on p.g. 87 for more detailed land uses.

- Proposed Corridor - Alternative #1
- Proposed Corridor - Alternative #2
- Proposed Corridor - Unified Route



Orderly Annexation

An Orderly Annexation Agreement (OAA) encourages the managed growth and development of rural lands located in proximity to urbanized areas. This strategy prevents "leap frog development" and the need to extend municipal services to areas that are not contiguous to existing municipal boundaries and infrastructure. The City of St. Cloud has two OAAs in place that will both expire in 2025.

Minden Township OAA

The Minden/St. Cloud Orderly Annexation Agreement is bounded by Highway 23 to the north, Trunk Highway 10 to the west, the Benton County line to the south, and Elk River to the east which establishes two tiers of annexation known as Area A and Area B. Area A is the furthest west and can be annexed anytime following January 1, 2026. Area B is located east of Area A and cannot be annexed until all of Area A is annexed given the orderly extension of city utilities and services from west to east. Until water and sewer services become available and to limit development of non-farm areas prior to annexation, parcels within Area B have been placed in the Agriculture zoning district.

While the development principles remain relevant and should be applied to new projects within the OAA area, the agreement should be amended to reflect the minor land use plan changes within this Comprehensive Plan. These changes include:

- A focus on rural preservation for undeveloped areas to the west of 55th Avenue SE.
- The location of light industrial uses along the Highway 23 corridor (in keeping with established development patterns) with a corresponding reduction in the amount of commercial uses along the corridor.

Haven Township OAA

The City of St. Cloud and Haven Township entered into an OAA in 2010 to encourage development contiguous to existing City boundaries and to "limit non-farm rural development." Under the agreement, the areas identified are to follow land uses according to the Stearns County Land Use Plan with the intent of protecting the areas from scattered and piecemeal residential and non-residential development.

Haven protects current agricultural uses by limiting housing to one home per 40 acres without a plat, and to five-acre lots in substantially wooded areas, making new housing development difficult. Haven will maintain existing commercial and industrial districts, and protect and promote existing commercial activities. Tracts within the OAA area may only be annexed through a petition of a majority of property owners or the City may initiate annexation proceedings after the OAA expires in 2025. St. Cloud and Haven Township are currently negotiating a new OAA.

Much of the Haven Township OAA is located within the Rural Preservation Area identified in the Growth Areas Framework. As such, it is not anticipated that significant development pressure will occur within this area over the life of the Comprehensive Plan. However, Haven currently has failing infrastructure systems and will need to upgrade or expand their systems shortly to accommodate should they allow for any new development. Portions of the Haven Township OAA area located to the east of the St. Cloud Regional Airport are identified for future single-family residential and commercial development and should the City annex any areas within the Haven Township OAA boundaries, development should occur in accordance to the Land Use Plan.

Lynden Township - Future Annexation

While St. Cloud's future residential and commercial development should be accommodated within the City's existing boundaries or nearby portions of Minden and Haven Townships, opportunities exist in neighboring Lynden Township to expand St. Cloud's industrial base. The City has sold much of the land within the existing I-94 Business Park with limited options for expansion within the City's existing boundaries. Demand exists for additional business park development in areas to the south in Lynden Township along the Opportunity Drive corridor. Given development pressure in this area and existing market opportunities, it is appropriate for the City to begin to engage Lynden Township officials in conversation regarding future potential annexation and the development of a formal orderly annexation agreement.

SHERBURNE COUNTY

Planning and Zoning Administration
Sherburne County Government Center
13880 Business Center Drive
Suite 100
Elk River, MN 55330-4668
zoning@co.sherburne.mn.us
(763) 765-4450
1-800-438-0578

June 25, 2026

To: TNG Equipment Sales LLC
8814 Hwy 95 NE
Sauk Rapids, MN 56376

Anthony & Gina Forcier
4286 42nd St SE
St Cloud, MN 56304

RE: Order of approval for application #26-166 for an Interim Use Permit for Business Selling vehicles, boats and farm implements and ORD NO. 296 for Rezone from Agricultural to Commercial
PID #25-00021-1405
Sec 21, Twp 35, Rge 30, Haven Township

Dear Applicant/Owner,

Enclosed please find the Order of Approval of your Interim Use Permit and Rezone. The recorded document will be mailed to you after it has been officially recorded.

Feel free to contact the Zoning Office if you have questions regarding this correspondence.

Thank you.

Carrie Winter

Carrie Winter
Zoning Administration

Cc: Haven Township

Enclosure

SHERBURNE COUNTY

UNDER THE REQUIREMENTS OF THE
ORDINANCES OF SHERBURNE COUNTY, MINNESOTA
APPLICATION IS HEREBY MADE FOR:

ORD NO 296

SHERBURNE COUNTY

APPLICATION NUMBER: ORD NO 296
APPLICATION DATE: 01/29/2026

DATE RECORDED:
DOC. NUMBER:

RECEIPT #: 79209
DATE PAID: 02/02/2026
FEE NOTES:

APPLICATION FEE: $546.00

APPLICANT:
Anthony & Gina Forcier
4286 42nd street SE
Saint Cloud, MN 56304
OWNER:

PHONE: 763-600-4552
E-MAIL: ginaforcier1@gmail.com

OTHER CONTACTS:

SHERBURNE COUNTY, MINNESOTA

PID: 25-00021-1405
PLAT NAME:
LEGAL:

OTHER PARCELS:
DEEDED ACRES:

TOWNSHIP NAME: HAVEN
SECTION: 21
TOWNSHIP: 35
RANGE: 30

OVERLAY ZONING DISTRICT:
ZONING DISTRICT: Agricultural

PROPERTY ADDRESS: 4286 42ND ST SE
SAINT CLOUD MN 56304

SHORELAND:
NON-RIPARIAN:
MISCELLANEOUS NOTES:

DATE OF LAST SEPTIC ACTION:
COMPLIANT SEPTIC:
SEPTIC INFO:

EXPLANATION OF REQUEST AND ACTIONS TAKEN:
Request for Rezone from agricultural to Commercial

5/21/2026 Planning Commission recommended approval of the Request for Rezone from agricultural to Commercial with the following Findings.

Findings: Pursuant to the County Zoning Ordinance Section 18, Subd 4.5, after the public hearing the County Planning Commission shall make a report of its consideration and recommendations on the proposed amendment and shall file a copy with the Board of County Commissioners and the Zoning Administrator. Consideration of a rezoning request shall include without limitation, the following questions:

A. Is the proposed rezoning consistent with the Comprehensive Plan? Yes. The Comprehensive Land Use Map has this parcel identified as business and industry.

B. Is the current use of the property a permitted use within the proposed zoning district, or will the rezoning create a non-conforming use? Yes, the current use of the property is to support Gopher State Expositions. With the rezone the use of the property will be consistent with the proposal of commercial zoning.

C. Will permitted uses within the proposed zoning district be injurious to health or interfere with the comfortable enjoyment of life or property within the vicinity? No, neighboring lands are currently zoned Agricultural or Industrial.

D. How will public services (e.g. transportation, schools, parks, and police/fire) be impacted by the proposed rezoning? Will permitted uses within the proposed zoning district adversely impact or overburden existing public service capacity? No, the change in zoning is not expected to have a significant impact on existing public services.

E. Is the proposed rezoning located in an area that has the potential to adversely impact natural resources such as surface water, groundwater, or wetlands, or sites identified for rare biological species habitat? The proposed use of will not adversely impact natural resources. Any future development of the property will require permits from Sherburne County Planning and Zoning and all development must comply with all zoning, subdivision, and stormwater regulations.

F. Does the proposed rezoning have the potential to impact ecologically sensitive or historically significant areas? The proposed rezone will not have any impact on an ecologically sensitive area and it is unknown at this time if there is any historically significant areas on this land.

G. Does the property have sufficient size and physical characteristics to permit a reasonable use under the current zoning district? Yes. There are two 5-acre parcels and any future development of this parcel will require permits from Sherburne County and will be required to comply with all zoning and subdivision regulations.

H. Any other factors that may be relevant to determining whether the proposed rezoning is appropriate? This property has been used to support the commercial business Gopher State Expositions since the 1970, this rezone better reflects the historic use of these parcels.

6/23/2026 County Board approved the request for Rezone from agricultural to Commercial and adopted the Findings as recommended by the Planning Commission at the Public Hearing.

APPLICATION IS:

APPROVED: X **DENIED:** ☐ **WITHDRAWN:** ☐ **EXPIRED:** ☐

ZONING ADMINISTRATOR: Lynn Wayne Hall **DATE:** 06/23/2026

REVIEWED BY:

COPY OF FINAL ACTIONS MAILED TO APPLICANT: 06/25/2026

Sherburne County Planning & Zoning
13880 Business Center Drive, Elk River, MN 55330
763-765-4450 Fax # 763-765-4467
zoning@co.sherburne.mn.us

SHERBURNE COUNTY

UNDER THE REQUIREMENTS OF THE ZONING
ORDINANCES OF SHERBURNE COUNTY, MINNESOTA
APPLICATION IS HEREBY MADE FOR:

INTERIM USE PERMIT

SHERBURNE COUNTY

APPLICATION NUMBER: 26-166
APPLICATION DATE: 02/02/2026

DATE RECORDED:
DOC. NUMBER:

RECEIPT #: 79209
DATE PAID: 02/02/2026
FEE NOTES:

APPLICATION FEE: $546.00

APPLICANT:
TNG Equipment Sales LLC
8814 Hwy 95 NE
Saulk Rapids, MN 56376
OWNER: FORCIER, ARTHUR P JR
1012 CORY LN
SAINT CLOUD MN 56303

PHONE: 320-980-7500
E-MAIL: ginaforcier1@gmail.com

OTHER CONTACTS:

SHERBURNE COUNTY, MINNESOTA

PID: 25-00021-1410
PLAT NAME:
LEGAL:
W 600 FT OF E 1397.45 FT OF N 475.16 FT OF

OTHER PARCELS: 25-00021-1405
DEEDED ACRES: 5.0

TOWNSHIP NAME: HAVEN
SECTION: 21
TOWNSHIP: 35
RANGE: 30

OVERLAY ZONING DISTRICT:
ZONING DISTRICT: Agricultural

PROPERTY ADDRESS: 8814 Hwy 95 NE
Saulk Rapids 53679

SHORELAND:
NON-RIPARIAN:
MISCELLANEOUS NOTES:

DATE OF LAST SEPTIC ACTION: 10/17/2025
COMPLIANT SEPTIC:
SEPTIC INFO:
TANK UPG SHED 10/17/2025

EXPLANATION OF REQUEST AND ACTIONS TAKEN:
Request Interim Use Permit for business selling vehicles, boats and farm implements-Starting an Auto Dealership.

5/21/2026 Planning Commission recommended approval of the Request for Interim Use Permit for business selling vehicles, boats and farm implements-Starting an Auto Dealership, with the (11) Conditions and Findings of Fact.

Conditions:

1. The occupant shall maintain a Dealers' License from the MN Dept. of Public Safety and comply with all license requirements.

2.This IUP is issued to Gina and Tony Forcier are the proposed owner and operators of TNG Equipment Sales LLC.

3. Vehicles for sale or stored on the property shall be limited to passenger vehicles, trucks and trailers.

4. There shall be a maximum of 10 vehicles for sale/stored on the property by the dealership. Vehicles awaiting repair off-site, must be kept in an orderly manner away from public view.

5. Any solid or liquid waste must be handled and disposed of according to any applicable County or State regulations. If a hazardous waste license is required by the MPCA, a copy of the license shall be provided to the County upon request.

6. Adequate off-street parking shall be available for business use. At a minimum, 1 parking stall shall be provided per 250 sq. ft. of office space floor area per; and 10 parking stalls shall be assigned to the dealership per MN Statute 168.27, Subd 10. Each stall shall be 9' X 18' and signed for dealership parking.

7. No vehicle shall be parked within the 10' parking/driveway setback from the property line.

8. The business shall comply with the Zoning Ordinance regarding signs. One free standing sign (maximum 164 sq. ft.), and one wall sign is permitted (maximum 1 sq. ft. of sign area for each linear foot of building frontage up to a maximum of 128 sq. ft).

9. Hours of operation to be Monday through Friday 10:00 AM - 4:00 PM and Saturday by appointment only.

10. The applicant shall allow the County to inspect the property during normal business hours.

11. The applicant shall comply with all federal, state, and local laws and regulations

FINDINGS: No Interim Use Permit shall be approved or recommended for approval by the County Planning Commission unless said Commission shall find:

1. The Interim Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity. YES or NO WHY? Yes, the proposed use will not be injurious and won't diminish and impair values within the immediate area. The eastern side of this property abuts US Hwy 10 and BNSF Railroad tracks and there are farm fields to the west, north and south.

2. That the establishment of the Interim Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area. YES or NO WHY? Yes, the proposed use will be the selling of used vehicles. It will not impede the normal and orderly development. This property has historically been used for commercial/industrial uses for many years.

3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. YES or NO WHY? Yes, there is no proposal to change existing conditions on the property. No concerns or issues have been raised related to drainage.

4. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use. YES or NO Why? Yes, the applicant has sufficient parking space to accommodate the proposed use.

5. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result. YES or NO Why? Yes, it will not cause offensive odor, fumes, dust, noise and vibration to the immediate area. The maximum of 10 vehicles will be displayed for sale. There have been no complaints related to the historic use of this property.

6/23/2026 County Board approved the Request for Interim Use Permit for business selling vehicles, boats and farm implements-Starting an Auto Dealership and adopted the Conditions and Findings of Fact as recommended by the Planning Commission at the Public Hearing.

APPLICATION IS:

APPROVED: X **DENIED:** ☐ **WITHDRAWN:** ☐ **EXPIRED:** ☐

ZONING ADMINISTRATOR: [signature] **DATE:** 06/23/2026

06/25/2026

REVIEWED BY:

COPY OF FINAL ACTIONS MAILED TO APPLICANT:

Sherburne County Planning & Zoning
13880 Business Center Drive, Elk River, MN 55330
763-765-4450 Fax # 763-765-4467
zoning@co.sherburne.mn.us

HAVEN TOWNSHIP

PLANNING COMMISSION

MEETING PACKET FOR
July 14, 2026

Hometown | Planning

HAVEN TOWNSHIP
AGENDA
PLANNING COMMISSION
JULY 14, 2026
4:00 PM

Haven Town Hall, 4230 45th Ave SE, St. Cloud, MN 56304
(or via web/phone conference – see www.haventwp.org for information)

1. Call to Order
2. Roll Call
3. Additions or Deletions to the Agenda
4. Public Hearings
   a. Requests related to the operation of a salvage yard business in a Commercial 2 zoning district. Approvals required include an after-the-fact Interim Use Permit for the operation of a salvage yard business and for the expansion of the business to include a self-service salvage yard area.
      i. Applicant: Import Motors LLC (C. Chanthakammy, Registered Agent)
      ii. Address: 2333 12th St SE, St. Cloud
      iii. Parcel ID: 25-00006-4106 and 25-00006-4107
5. Approve Previous Meeting Minutes
   a. June 9, 2026
6. Other Business
   a. August Town Board public hearing re: extinguishment of 54th Ave SE as identified in Road Order (54th Ave SE as actually constructed and maintained would remain by easement)
   b. Planning Commission member compensation proposal
      i. $100 per meeting retroactive to first meeting
      ii. $30 per hour of prep time pre- or post-meeting not to exceed 2 hours per meeting
      iii. Members may opt out of being compensated by not submitting an expense form
   c. Update – MPCA actions relating to groundwater pollution at PID 25-00030-1400 - 4958 County Road 8 SE
   d. Update - Discussion - Extension of Orderly Annexation Agreement with City of Saint Cloud
   e. July 14 at 6:00 pm - City of St. Cloud public hearing to consider adopting a new Chapter 4 (Land Use & Development) of the St. Cloud Comprehensive Plan.
7. Zoning Administrator Report
   a. Permitting Activity

b. Enforcement Activity
c. Correspondence
    i. Sherburne County IUP application – Indoor Cannabis Cultivation
d. Other

8. Open Forum – Time for Residents to Address the Planning Commission
9. Adjournment

This agenda is not exclusive. Other business may be discussed as deemed necessary.

STAFF REPORT

Application:	Requests related to the operation of a salvage yard business in a Commercial 2 zoning district. Approvals required include an After-the-fact Interim Use Permit for the operation of a salvage yard business and for the expansion of the business to include a self-service salvage yard area.
Applicant and Property Owner:	Import Motors LLC (Agent: C Chanthakammy)
Agenda Item:	4(a)

Background Information:

- **Proposal:** The proposal is to obtain an after-the-fact Interim Use Permit (IUP) to authorize an existing automotive salvage and wrecking yard (operating as K&C Used Auto and Truck Parts since 2020 according to application materials) and to authorize an expansion to include a self-service salvage yard (dba St. Cloud U-Pull). The property is zoned by the Haven Township Zoning Ordinance/Zoning Map as Commercial 2 (C2). That district is a new zoning district to the Township Zoning Ordinance that was added in 2025 and specifically allows for salvage yards and self-service salvage yards as an Interim Use Permit. While the request for making that amendment came from the current applicant, it is applicable to all properties that are currently zoned C2 or that would be zoned as such in the future.

  The property is located on 12th Street/County Road 7 approximately 1/4 mile east of the boundary of the City of St. Cloud (at the US Highway 10 intersection). There are two existing gravel driveway approaches coming off of the paved County road that help with large truck and other traffic circulation. The applicant has identified areas for employee, customer and delivery truck parking/circulation. The site is served by a private sewer system that was found compliant in a recent inspection and the applicant indicates that they are served with city water, although that appears to be in error as the City doesn't show record of water running by the property and there is a well on the property.

  The applicant has indicated that they would like a 4' x 8' sign by the entrance to the property from the road and the signage on the building. For fencing, there is an existing fence running parallel with 12th Street that screens the rear vehicle storage area from the road. New 10 ft tall fencing with opaque slats and a 2-wire top would be placed along the east and west property boundaries running the length of the vehicle storage area.

  Other properties in the area are zoned Commercial (mostly to the north across 12th Street) or Industrial (to the east and west and some of the properties to the north). Two of those Commercial or Industrial-zoned properties directly across 12th Street to the north are currently used as residential dwelling sites. The remainder of the properties in the immediate area are used for commercial or industrial operations.

  According to the application, the operation involves receiving scrap and end-of-life vehicles from local citizens, auctions, and tow yards, and decontaminating and dismantling them indoors within an existing 11,988 sq. ft. building. Drained fluids (oil, fuel, coolant, antifreeze, and transmission fluids) along with batteries, lead weights, and mercury switches are removed inside the decontamination (Decon) shop and stored in EPA-approved containers for disposal through licensed

hazardous waste carriers. Catalytic converters are stored in locked cabinets for scrap resale.Vehicles are staged outdoors in designated locations:

- Location A (Incoming Staging): Located to the southeast of the main building, screened behind an existing 10-foot wooden fence to minimize street-side visibility.
- Location B (Retail Vehicles Area): Covers approximately 3 to 4 acres and holds 300 to 400 vehicles.
- Location C (U-Pull Yard): Holds 600 to 800 vehicles made accessible to the public for self-service parts pulling.

No stacking of vehicles is proposed to ensure site safety. Internal driving lanes between double-backed staged vehicles will be maintained at a minimum of 20 feet and cleared of debris daily to ensure emergency and fire vehicle access.

Proposed operating hours are Monday through Friday from 8:00 AM to 6:00 PM, and Saturday from 8:00 AM to 4:00 PM, with the facility closed on Sundays. The business operates with a total of 9 employees (including yard and shop managers and technicians). Heavy machinery and fleet vehicles operated on-site include 2 propane forklifts, 1 front-end loader, 2 excavators, 1 trash roll-off semi-truck, 1 car-hauling semi-truck, and 3 tow trucks. Expected daily traffic counts are 20–30 customers, 3–4 semi-truck loads, and 6–8 tow trucks.

No new building construction is proposed under this current application. The applicant, after submitting the required application to make their original December 2025 application complete, inquired about constructing a future approximate 10,000 sq. ft. warehouse and whether this should be included in the current application. They indicated they would like to begin construction as soon as next Spring 2027. After review by the Township Zoning Administrator and consultation with the Township Attorney it was determined that this request would have to be made at a separate date when they are closer to constructing it and it can be fully evaluated rather than trying to squeeze it in to this review. As such, the current request is only for use of existing buildings and the yard space.

- **Location:**
  - Property address: 2333 12th St SE
  - Sec/Twp/Range: 6-35-30
  - Parcel number(s): 25-00006-4106
- **Zoning:** C2 Commercial 2 District
- **Lot size:** Approx. 12.88 acres according to County GIS estimate.
- **Septic System Status:** The property is served by a private septic system installed in 2019 and which passed compliance on April 22, 2026. Shop floor drainage (which includes oil, gas or other materials that drop to the floor during decon or other dismantling activities) are directed to an on-site holding tank, which is periodically pumped and hauled for disposal at the municipal wastewater treatment plant. The application materials indicate they have city water, but this appears to be in error since they are not in City limits and the septic inspection records indicate a private well on the property.
- **Natural Features:**
  - Floodplain: The existing and proposed structures are not within an identified floodplain.
  - Bluff/Steep Slopes: The lot does not contain a bluff. The lot does not contain steep slopes that would impact the proposed improvement(s) to the property.

- Wetlands: There are not wetlands that are likely to be directly impacted by the proposed improvement(s) to the property. The nearest wetlands appear to be about 375 ft to the east of the eastern property boundary.
- Current Shoreline Conditions: N/A

Planning Commission Action: The Planning Commission may recommend approval of the request, denial of the request(s), or tabling the request(s) if the Commission should need additional information from the applicant. If the Commission should recommend approval or denial of the request, the Commission should state its recommended findings which support either of these actions.

Staff Comments:

1. While the property has been operating at this site since around 2018, it was subject to the Township's ordinances and approval procedures and never formally approved by the Township. The applicant indicates that a former Township official "approved" the business being there. Sherburne County issued a permit in December 2018 for a 54' x 222' x 18' auto disassembly shop with offices.
2. The subject property is in an area subject to the Township's Orderly Annexation Agreement with the City of Saint Cloud. The City Planner's comment on this application was that any approval being interim in nature was beneficial so that the IUP could be rescinded or revisited if nuisance conditions were to arise.
3. The applicant has summarized his communications (or attempted communications) with various agencies as follows; Only the City of St. Cloud Planning Department has provided written comments:
   a) Sherburne County Highway Department - left a number of messages no response
   b) MN DOT - Spoke to Ketih in Roadway regulations. Has no issues or concerns. Spoke with Zack Whitley - Minimal impact - no concerns.
   c) Sauk Rapids Fire Department - Spoke with Fire Chief. Minimal impact, no concerns.
   d) Sherburne County Planning - Spoke with Lynn Waytashek but referred to Rodell. Left several messages - no call back.

Staff Recommendation: Based on the findings of fact and discussion listed below, Staff recommends approval of the proposed Interim Use only if it is found that the standards for approval have been met.

If the application or some version of the application is approved, Staff would recommend consideration for the following conditions of approval (or tabling of the application to allow for review of revised plans consistent with the following):

1. The Interim Use Permit shall expire ___ years from the date of approval, or when the property is sold to a different owner, or when the current business operations cease, or upon annexation into the City of Saint Cloud, whichever occurs first.
2. The applicant must install a ten-foot-tall fence with opaque slats and a two-wire top - or other more restrictive fencing as required by local, state or federal law - along the east and west property boundaries running the length of the vehicle storage area by July 1, 2027, unless an alternate timeline

is requested and approved by the Town Board. All new and existing fencing must be fully maintained to screen the vehicle storage area from the road.

3. Business operating hours are strictly limited to Monday through Friday from 8:00 AM to 6:00 PM, and Saturday from 8:00 AM to 4:00 PM. The facility must remain closed to the public and staff on Sundays.
4. Prior to being staged in the outdoor yards for public or employee parts pulling, all vehicles must be fully decontaminated within the south end of the main building on a nonporous concrete floor equipped with a flammable drain trap. All fluids (gasoline, motor oil, transmission oil, differential oil, brake fluid, steering fluid, coolant, and antifreeze) must be completely drained, and AC Freon evacuated, and stored in EPA-approved containers. Batteries, mercury switches, and lead wheel weights must be removed and stored in appropriate, secure containers for licensed recycling or disposal. Management of vehicle fluids and other parts must be managed in accordance with applicable local, state and federal requirements at all times.
5. The total number of vehicles stored or processed on the property at any one time shall not exceed 1,200 vehicles (strictly limited to a maximum of 400 in the retail staging area and 800 in the U-Pull area), in accordance with the submitted work plan. Any increase in these numbers shall require an application for an amended or new Interim Use Permit.
6. Catalytic converters must be stored in secure, locked cabinets inside the main building at all times to prevent theft.
7. Stacking of vehicles is strictly prohibited in all outdoor areas, including the incoming staging area, the retail vehicle area, and the self-service U-Pull yard, to ensure site safety and proper visual screening. Under no circumstances shall stored vehicles or materials exceed eight (8) feet in height.
8. The applicant must maintain clear, debris-free internal driving lanes of at least twenty feet in width between all double-backed staged vehicles. These lanes must be cleared daily to ensure unimpeded access for emergency and fire vehicles.
9. No vehicle placed in the public U-Pull yard shall remain on-site for more than 365 days. After that period, the vehicle must be either processed for scrap or relocated outside of the public-access area.
10. The two gravel driveway approaches and all parking and driving areas must be regularly maintained, treated, or watered to control dust and prevent mud, gravel, or dirt from tracking onto Twelfth Street/County Road 7. If such measures prove insufficient, the areas shall be paved or surfaced with other suitable material as approved by the Township.
11. Signage is limited to one four-by-eight-foot sign near the entrance and signs on the existing building, subject to obtaining a separate township sign permit prior to installation and compliance with all applicable Township regulations.
12. The private sewer system must be maintained in compliance with county and state regulations, and a compliance inspection report must be submitted to the township every three years.
13. All outdoor lighting must be directed downward and fully shielded to prevent light and glare from spilling onto neighboring properties, particularly the residential properties located directly across Twelfth Street to the north.
14. No open burning of vehicles, tires, vehicle parts, or any other salvaged materials - or any other materials - is permitted on the property at any time.

15. Township staff, county inspectors, and law enforcement officers shall have the right to enter and inspect the property during regular business hours to verify compliance with all conditions of this permit.
16. All specific standards of Section 12 of the Township Ordinance 2026-01 (Zoning Ordinance) shall be met. The applicant must obtain and maintain all required permits and licenses from state agencies, including Sherburne County, the Minnesota Pollution Control Agency, the Minnesota Department of Public Safety (i.e. Dealer's License) and the Minnesota Department of Transportation, and provide copies to the township within ninety (90) days of the approval of the Interim Use Permit unless an alternate timeframe is approved by the Town Board. The applicant must maintain comprehensive commercial general liability insurance of at least 2,000,000 per occurrence (3,000,000 annual aggregate) and pollution liability insurance of at least 1,000,000 per occurrence (2,000,000 annual aggregate), with Sherburne County and Haven Township named as additional insureds.
17. Customers using the self-service U-Pull yard must be prohibited from bringing open-flame torches, jacks, or any tools that pose a safety or fire hazard into the yard. The operator shall prominently display all safety rules at the entrance of the self-service salvage yard. The operator must maintain signed liability waivers for each person entering the yard. No person under the age of 18 shall be admitted without adult supervision. No customer-brought tools that present a fire or safety hazard (e.g., torches, grinders, jacks) shall be permitted in the yard.
18. All heavy machinery, including forklifts, loaders, excavators, and tow trucks, must be operated and maintained in a manner that complies with local noise regulations and with up-to-date, functioning mufflers and safety equipment. No heavy machinery operations may occur outside of authorized business hours.
19. Within six months of the expiration, abandonment, or revocation of this Interim Use Permit, the property owner must remove all salvage vehicles, parts, tires, and hazardous materials from the property and return the site to a clean condition.
20. The operator or landowner shall reimburse the Township for all administrative, legal, planning, engineering, and other professional costs incurred in the review, administration, and enforcement of this IUP that exceed the original application fee.

Applicable Statutes/Ordinances: See Appendix A.

Findings of Fact: The following findings of fact are presented by Staff for consideration by the Planning Commission:

1) That the Interim Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.

Findings Supporting Approval

The property is located in an area already used for commercial and industrial business. The applicant is installing 10 foot tall fencing with opaque slats to hide the vehicles from the road and neighbors. All work to remove fluids and take cars apart happens inside a large building. These steps prevent the yard from being an eyesore and protect the value of nearby properties.

Since the business operates mainly during the day, it fits in with the existing character of the neighborhood.

Findings Supporting Denial

The proposed salvage yard expansion will store up to 1,200 junk vehicles directly across the street from active residential homes. The visual impact of a massive auto wrecking yard, combined with the constant noise from heavy loaders and crushing equipment, will severely harm the quiet enjoyment of these neighboring homes. Placing a large-scale salvage yard near residential areas is likely to permanently lower surrounding property values and discourages families from staying in the neighborhood due these nuisance impacts.

2) That the establishment of the Interim Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

Findings Supporting Approval

This property is surrounded by land zoned for commercial and industrial use. The salvage yard matches the types of businesses already located nearby. Because the business uses existing buildings and gravel driveways, it does not require new public roads or utilities that would change how the area grows. As an interim use, this permit allows the land to be used productively now without stopping the township (or City if/when it is annexed) from transitioning the use of the property to different uses in the future.

Findings Supporting Denial

The subject property is located near a key highway entrance to the community. Operating a highly visible, 1,200-vehicle salvage yard at this location will set a negative tone for the corridor. It will discourage clean commercial businesses and modern offices from developing on the surrounding vacant lands. Developers are unlikely to invest in high-value projects next to an active auto wrecking facility, thereby impeding the orderly growth of the township's commercial sectors.

3) That adequate utilities, access roads, onsite drainage and other necessary facilities have been or are being provided.

Findings Supporting Approval

The site has two gravel driveways on County Road 7 that allow large trucks to enter and exit safely. A recent inspection confirmed the private sewer system is working correctly. The applicant uses EPA approved containers inside the building to collect all vehicle fluids, which prevents ground contamination. The existing land and drainage systems are sufficient to handle the daily operations of the salvage yard and the self-service area without needing extra help from the township. Stormwater requirements are imposed by the state and county to ensure adequate management of stormwater and prevention of surface or groundwater pollution.

Findings Supporting Denial

The applicant has not submitted a professional stormwater management plan or drainage study or obtained approval of such a plan from the MPCA as the MPCA is not currently accepting applications. As such, it is unclear whether stormwater will be adequately managed. Since hundreds of vehicles will be stored outdoors on unpaved gravel surfaces, rain and snowmelt will likely carry leaked fluids like motor oil, antifreeze, and fuel into the soil and

local groundwater. Additionally, written agency comments are currently lacking from the Sherburne County Highway Department regarding the safety and capacity of the existing access approaches on County Road 7 to handle 20-30 customer vehicles, 6-8 tow trucks, and 3-4 heavy semi-trucks daily.

4) That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Findings Supporting Approval

The site plan includes designated areas for employees, customers, and delivery trucks to park. Internal driving lanes are at least 20 feet wide to make sure tow trucks and emergency vehicles can move through the yard easily. It is reasonably expected that lanes will be cleared of debris every day to keep the area safe. The layout provides enough space to handle up to 30 customers and several semi-truck loads each day without causing traffic or parking problems on the public road.

Findings Supporting Denial

The proposed plan fails to show designated, paved parking spaces or safe loading docks for large commercial vehicles. With an expected daily flow of up to 30 customer vehicles, multiple semi-trucks, and numerous tow trucks, the gravel driveways will quickly become congested and fall into disrepair. This lack of proper space may force semi-trucks and tow vehicles to back up or park along County Road 7, creating a major traffic hazard for passing drivers. Further, the submitted parking layout lacks specific dimensional labeling for individual customer parking stalls to verify compliance with the Township's mandatory size requirements for parking spaces.

5) That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

Findings Supporting Approval

All dismantling and fluid removal take place inside an approx. 12,000 square foot building to keep noise and odors contained. Hazardous materials like oil and fuel are stored in sealed containers to prevent smells. The new 10 foot fencing will block dust and noise from leaving the site. Lighting is limited to the building and a small entrance sign, which will be positioned to avoid shining onto nearby properties. Operating hours are restricted to daytime to prevent late night disturbances.

Findings Supporting Denial

The application lacks any specific plans to control dust, noise, and fumes from the dismantling process. Running heavy excavators, forklifts, and semi-trucks daily will generate loud noises and diesel exhaust. Because there is no solid buffer or dust-control system planned, these offensive odors, loud sounds, and blowing dirt will cross the road and directly disturb the residents living nearby, creating a significant public nuisance.

6) The use conforms to the zoning regulations.

Findings Supporting Approval

The property is located in the Commercial 2 zoning district. This district was recently updated to specifically allow salvage yards and self-service yards as an interim use. The proposal

follows the township rules for screening, building use, and site layout. By following these regulations, the business meets the standards set by the Haven Township Zoning Ordinance. This permit ensures the existing and expanded business operates legally within the township's established zoning framework.

Findings Supporting Denial

The applicant has operated an improperly approved auto salvage yard on this property since 2019/2020 in violation of local zoning rules. Furthermore, the proposed outdoor storage of hundreds of dismantled vehicles on unpaved ground violates the strict environmental performance standards required for the Commercial 2 zoning district, meaning the current operation does not conform to the township's established zoning regulations.

7) The use will terminate upon a date or event that can be identified with certainty and/or clarity; and

Findings Supporting Approval

This permit is granted for a specific period or until a certain event occurs, such as the business closing or the land being sold. The township will set a clear expiration date for the interim use. This ensures the salvage yard is not a permanent fixture if the township decides the land is needed for a different purpose later. Having a fixed end date or event provides clarity for both the business owner and the local community.

Findings Supporting Denial

The applicant has not proposed a specific end date or a clear event that would trigger the closure of the salvage yard. An interim use permit must be temporary by nature, but this application describes a permanent, long-term business operation without any plan for clean-up or termination, which violates the temporary requirement of the permit.

8) The use will not impose additional costs on the public if it is necessary for the public to take the property in the future; and

Findings Supporting Approval

The applicant is using an existing building and has no plans for new permanent structures under this permit. Because the vehicles and equipment are mobile or can be loaded for hauling, they can be moved if the government needs the land for future public projects like road expansions. This setup ensures that the public will not have to pay extra costs for expensive buildings or permanent improvements if the property is taken for public use in the future.

Findings Supporting Denial

The property sits near a major highway intersection that may need future expansion or road improvements. If the public needs to acquire this land later, the presence of up to 1,200 salvage vehicles and potential soil contamination from leaked fluids will dramatically increase removal and cleanup/remediation costs. These clean-up and removal expenses would unfairly fall on the taxpayers.

9) The user agrees to any conditions that Haven Township deems appropriate for permission of the use, including any specific standards required in applicable Haven Township ordinances.

Findings Supporting Approval

The applicant has worked with township staff to complete the application and has agreed to follow all local rules. They have committed to installing the required 10 foot fencing and keeping the internal driving lanes clear for fire trucks. By moving forward with this request, the business owner agrees to follow any specific conditions the Town Board finds necessary, such as following set business hours and keeping the site clean and organized.

Findings Supporting Denial

None

Appendix A
Applicable Statutes and Ordinances

Haven Township Regulations

SECTION 10 - COMMERCIAL 2 DISTRICT

Subdivision 1: Purpose

The purpose of the Commercial 2 District is to provide locations for retail and service businesses, with limited additional interim uses not allowed in the Commercial District. This District is intended to be located along a State or Federal Highway, County Road or County State-Aid Highway.

All uses must be listed as either Permitted Uses or Interim Use Permits, or they shall not be allowed within the Commercial 2 Zoning District.

Subdivision 2: Permitted Uses

1. Agricultural Uses
2. Automobile Service Stations
3. Automobile Mechanical and/or Body Repair Shops
4. Day Care Center
5. Licensed Vehicle Sales or Leasing Lot
6. Mini Storage
7. Motel
8. Office-Showroom Buildings
9. Pawnbroker
10. Restaurant
11. Retail Sales
12. Seasonal Storage
13. Wind Power Management (Hobbyist)

Subdivision 3: Interim Uses

Land in the Commercial District may be used for any of the following purposes only with the issuance of an Interim Use Permit. Refer to Section 12 for a description of the requirements for each of these Interim Uses:

1. Asphalt and Concrete Mixing Plants, Portable and Permanent
2. Auction Business
3. Commercial Kennels

4. Light Industry
5. Occasional Special Event
6. Permanent Municipal, Township, or County Structure
7. Personal Storage Structure
8. Salvage Yard
9. School Bus Service
10. Seasonal or Temporary Business
11. Temporary Use by Government Entities
12. Self-Service Salvage Yard

Subdivision 4: Accessory Uses

1. Essential public or private utilities
2. Other uses customarily incidental and subordinate to a Permitted or Interim Use, in the opinion of the Town Board.

Subdivision 5: Dimensional Regulations (All dimensions are measured in feet)

1. Minimum Lot Size: 40 acres or 22,500 square feet if platted
2. Minimum Lot Dimensions (All Land Uses):

Width:	150 (measured at the setback line)
Depth:	150

3. Minimum Setbacks, Principal or Accessory Structures:

Unplatted parcels:

Front, unplatted (from centerline):	100
Township Road:	100
County State-Aid Highway:	130
Highway 10:	200 of centerline of closest traveled lane or 80 from centerline of service road
Side or rear of unplatted parcels:	20
County ditch (from top of ditch bank):	50

Platted Lots: (The Town has no obligation to accept the dedication of any new road.)

Front, platted lots (from right-of-way):	67
Township Road:	67

County Road:	50
County State-Aid Highway:	70
Highway 10:	100
Interior Side:	20
Rear:	20
Side or rear, abutting a site currently used for:	
Housing:	50
County ditch (from top of ditch bank):	50

When a lot is located at the intersection of two or more roads or highway, there shall be a front yard setback on each road or highway side of the lot.

In all cases the Town Zoning Administrator or County Building Official may require a survey to assure compliance with this Ordinance.

4. Minimum Setbacks, Commercial Driveways or Parking Areas:

Front:	10
Side or Rear:	10

These setbacks are measured from the right-of-way or easement of the public road

5. Maximum Building Heights:

Commercial buildings:	2-1/2 stories or 35 feet

6. Maximum Building Depth Below Grade: Set lowest floor at Lowest Floor Elevation (LFE) or minimum three (3) feet above mottling, whichever is higher. If no LFE is established, set lowest floor minimum three (3) feet above mottling.

Subdivision 6: Screening Requirements

Any commercial development that abuts any existing residential development or abuts any parcel planned or zoned for housing development shall be screened from view from the housing site using a combination of fencing, plantings and/or a berm to the satisfaction of the Township Planning Commission.

If a commercial development occurs prior to an adjacent residential development, it shall be the responsibility of the residential development to provide screening using a combination of fencing, plantings and/or a berm to the satisfaction of the Township Planning Commission.

Subdivision 7: Access Requirements

The location of any driveway from a public road shall require approval by the Township Board or other applicable road authority.

Subdivision 8: General Regulations

Additional regulations for signs, septic systems, accessory buildings, fences and site plan reviews are presented in Section 14, General Development Regulations. In no case will Haven Township accept responsibility for or the dedication of any drainage system.

SECTION 12 – INTERIM USE PERMITS

Subdivision 5: Conditions:

32. **Salvage Yard**

A. Effective screening as required by Section 14, Subdivision 2 of this Ordinance is mandatory to conceal the salvage yard from public view, especially from highways and adjacent properties. Acceptable screening methods include trees, shrubs, fences or other appropriate means.

B. A defined perimeter, approved by the Town Board and maintained by the applicant, must be established to prevent unauthorized access and delineate the facility boundaries.

C. Compliance with all applicable environmental regulations, including obtaining necessary permits from agencies such as the Minnesota Pollution Control Agency (MPCA), is required

D. Implement stormwater management practices to prevent contamination of water resources, which may include vegetative swales, collection and reuse of stormwater, inlet controls, snow management, infiltration devices and wet retention measures.

E. All processing equipment should be located at least 1,000 feet from any residence.

F. Uncrushed junk and vehicles must be stored in piles not exceeding eight feet in height, arranged to permit emergency access and comply with fire safety regulations.

G. Obtain and maintain all necessary licenses and permits required by federal, state, and local authorities to operate a salvage yard legally.

H. Regular inspections must be conducted to ensure compliance with all operational, environmental, and safety standards.

I. Maintain accurate records of all vehicles and materials received, processed, and disposed of, including documentation of compliance with environmental regulations.

J. Applicants who engage in the business of leasing, selling, or arranging the sale of motor vehicles, have leased or sold more than five vehicles, wholesale or retail, in a 12-month period, are in the business of selling used vehicle parts or processing and selling scrap metals acquired from vehicles, or conduct consignment sales or arrange sales or leases must hold an active dealer license authorized by the Minnesota Department of Public Safety. Such license must cover the type of conduct the applicant engages in on his property. If the applicant engages in a use not authorized by a type of dealer license obtained from the Minnesota Department of Public Safety, the applicant will be in violation of their interim use permit. If an applicant does not have an active Minnesota Department of Public Safety dealer license at the time of applying for an interim use permit, the applicant must obtain all necessary dealer licenses within 90 days of the issuance of this permit.

K. Days and Hours of operation will be determined by the Town Board.

33. **Self-Service Salvage Yard**

A. A defined and secured perimeter must be established and maintained to restrict public access to designated business hours and to prevent unauthorized entry. Fencing must meet the screening standards of Section 14, Subdivision 2 of this Ordinance;

B. Vehicles made accessible to the public must be located in a clearly defined staging area separate from any dismantling, crushing, or equipment-based salvage activity. Safe pedestrian access must be maintained between rows, and emergency vehicles access must comply with local fire code requirements;

C. All safety rules must be prominently displayed at points of entry. The operator must maintain signed liability waivers for each person entering the yard. No person under the age of 18 shall be admitted without adult supervision;

D. Prior to being staged for public access, each vehicle must be drained of all fluids and stripped of batteries and catalytic converters. The yard must include appropriate containment measures to prevent environmental contamination and shall comply with all applicable MPCA regulations;

E. No vehicle stated for public access shall remain on-site for more than 365 days. After that period, vehicles must be either processed for scrap or relocated outside of the public-access area;

F. Operating days and hours shall be approved by the Town Board and included as a condition of the Interim Use Permit. No after-dark activity is allowed unless expressly authorized by the Board;

G. The applicant must have a valid and current dealer's license and any other state-required approvals at all times the self-service salvage yard is in operation.

H. The Town Board may impose special or greater restrictions or requirements on the operation of the Event Center to ensure adequate protection of the public health, safety and welfare as outlined in any conditions of approval of the interim use permit.

Haven Township
PLANNING & ZONING ADMINISTRATION
Address: P.O. Box 339
St. Cloud, MN 56302-339
Phone Number: (320) 248-5866

Application for **Interim Use Permit (IUP)**

_____ IUP	$2,500 Application Fee	Receipt No. _____ Date Paid _____
	$_____ Total Paid	Date of Complete Application: *(for office use only)*
Fees are Non-Refundable		____/____/_____

To be completed by Applicant

Applicant's Name: C Chanthakhammy
Daytime Phone: N/A
Applicant's Address: P.O Box 246
Cell Phone: 763-258-7011
Rockville, MN 56369
Email: Importparts31@live.com

Property Owner(s): Import Motors LLC
Property Owner's Address: 2333 12th ST. S.E. St Cloud MN 56304
Legal Description: _____

Acreage: 14 Section: _____ Township: Haven Range: _____
PID: 25-006-4106 / 25-006-4107 Zoning District: _____
Record of last septic upgrade: 2020 or Compliance Inspection: _____
Explanation of Request: [attach a separate sheet of paper with information required in Section 16, Subd. 2, and with any specific information required under Section 12.]
Does this request comply with your Protective Covenants? (check one) Yes ___ No ___ N/A ___

Applicant's Signature: _____ Date: 12-11-25
Print Name of Applicant: C Chanthakhammy
Property Owner(s) Signature: _____ Date: 12-11-25
Print Name of Owner(s): C Chanthakhammy

By signing this Application, the landowner(s) agree to permit the Town to enter the property for the purposes of inspecting the applied and/or permitted use.

Applications will not be considered complete until the following has been received
(Staff will check items for Applicant to submit depending upon the type of project):

_____ Application to be signed and dated by Applicant(s) and Property Owner(s)
_____ Fees Paid Receipt #_____ Recording Fee Paid: _____
_____ Certificate of Septic Compliance (see Sherburne County)
_____ Written description of the business, use, and/or activities on the property
_____ Building Floor Plan, include dimensions
_____ Site Plan or Aerial Photograph showing all existing and proposed buildings (include dimensions), wells, septic, outside storage areas, driveway, pedestrian access, parking areas, and public & private easements
_____ Description of the type and number of vehicles used on the property (i.e. cars, trucks, trailers, bobcat, etc.)
_____ Days and hours of operation
_____ Number of employees using the property, including sub-contractors (fulltime & part-time)
_____ Signage (must have sign posted with 24hr emergency contact information
_____ Existing and proposed screening to hide use from neighboring homes
_____ Certificate of Insurance
_____ Bathroom facilities
_____ How waste is disposed of (copy of waste hauler contract)
_____ Security plan
_____ How any noise, dust, or odors will be mitigated
_____ Are there any state or federal license or permits required?
_____ Erosion control methods
_____ Wetland impact approval, completed by TEP Panel
_____ Comments from City of St. Cloud
_____ Comments from County Highway Department
_____ Comments from MnDOT
_____ Comments from Sauk Rapids Fire Department
_____ Comments from Sherburne County Planning Office (if required)
_____ Other _____

Application requests will not be scheduled for a public hearing until all comments have been received by the Zoning Office. Return Applications to:
Haven Township
P.O. Box 339
St. Cloud, MN 56302-339

What happens next?
The Town will review your application and mail you a letter if your application is complete, or a letter stating the reasons why your application is not complete, and what additional information is needed. Then your IUP will be scheduled for a Public Hearing with the Town Planning Commission, who may give a recommendation for approval or denial. Your neighbors will be notified of your application and be given an opportunity to speak for or against your request at the Public Hearing. Your IUP will then be reviewed by the Town Board for approval, denial, or they may send your request back to the Planning Commission for consideration. The Town Board's decision to approve/deny your IUP is then recorded in the Recorder's Office.
It typically takes 2-3 months from the time a complete application is submitted until the Town Board acts on the IUP. If you have any questions, please call Haven Township.

Import Motors LLC – Auto Salvage

2333 12th St. Southeast, Haven TWP

Retail "U-Pull" Plan



Import Motors LLC, located is located in Tract 2 of Haven Township near the St. Cloud, MN Metro Service Area.

At present, Import Motors operates as a salvage yard, processing salvaged vehicles for recycling and allowing select auto part dealers to extract reusable parts. We seek your approval to extend this service to members of the general public, allowing them to access the yard and pull usable parts directly from salvaged vehicles.

We believe this expansion aligns with the existing zoning ordinance, as the property is situated within a commercial district, and the proposed use is consistent with its classification. Import Motors is committed to the responsible operation of this U-pull parts yard, ensuring safety and environmental compliance at every step. This expansion will create additional full-time employment opportunities, stimulate increased vehicle traffic benefiting other local businesses, and generate a greater tax base through increased parts sales.

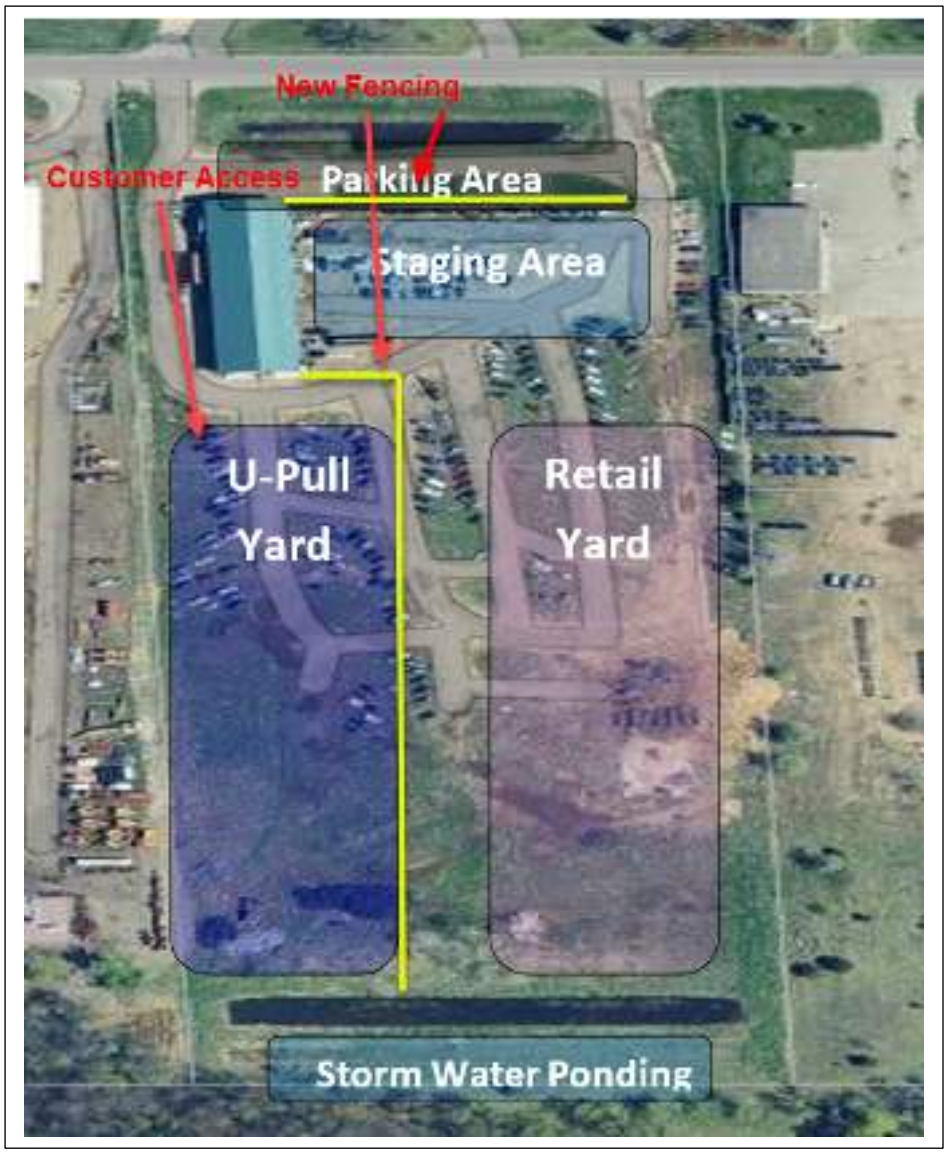
Attached is a detailed description of our intent, as well as an overhead illustrating our envisioned setup for the expanded yard. We are confident that this proposal will contribute positively to the community's economic growth and meet the needs of residents seeking affordable vehicle parts. We kindly request your consideration and approval of this initiative.

Thank you for your time and attention to this matter.

What is a U-pull Auto Parts Yard –

A U-pull auto parts yard is a type of salvage yard where customers can enter the yard and remove parts from vehicles themselves. These operations are common in Minnesota, with notable yards in St. Paul, Rosemount, and East Bethel. U-pull yards differ from traditional auto parts yards by allowing individuals to source parts directly, resulting in greater reuse of vehicle components and reducing the need for manufacturing new parts. Vehicles are first staged, fluids drained, batteries and catalytic converters removed, then made accessible for customers to extract needed parts. After a certain period, the remaining vehicles are sent to a shredder for recycling.

Proposed Operational Layout



Business Record Details »

Minnesota Business Name
IMPORT MOTORS LLC

Business Type
Limited Liability Company (Domestic)

File Number
3244247-2

Filing Date
03/06/2009

Renewal Due Date
12/31/2026

Registered Agent(s)
C Chanthakhammy

Principal Executive Office Address
1380 Prairie Drive
Rockville, MN 56369
USA

MN Statute
322C

Home Jurisdiction
Minnesota

Status
Active / In Good Standing

Registered Office Address
1380 Prairie Drive
Rockville, MN 56369
USA

Manager
C Chanthakhammy
1380 Prairie Drive
Rockville, MN 56369
USA

Filing History

Filing History

Select the item(s) you would like to order: Order Selected Copies

	Filing Date	Filing	Effective Date
☐	03/06/2009	Original Filing - Limited Liability Company (Domestic)	

	Filing Date	Filing	Effective Date
	03/06/2009	Limited Liability Company (Domestic) Business Name (Business Name: IMPORT MOTORS LLC)	
	1/1/2018	Conversion to 322C Due to Statute Mandate – Limited Liability Company (Domestic)	
☐	3/18/2019	Administrative Termination - Limited Liability Company (Domestic)	
☐	10/8/2019	Annual Reinstatement - Limited Liability Company (Domestic)	
☐	10/8/2019	Registered Office and/or Agent - Limited Liability Company (Domestic)	

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K&C Foreign Auto Parts

Interim Use Permit Application Responses

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To: Haven Township Zoning

From: Import Motors LLC

Subject: Responses to January 21, 2026 – Interim Use Permit Application Feedback

Date: May 20, 2026

Dear Mr. Oleson,

Thank you for the comments and feedback on the initial Import Motors LLL, Interim Use Permit (IUP) application. Thank you for patience as we have been working diligently to resolve the discrepancies in the application.

Please review below the additional responses requested for clarification on IUP application dated January 21, 2026.

a) **Ownership:** Import Motors LLC MN Biz Filing - Attached – Exhibit A

b) **Written Description of all On-Site activities** - The site has eight main activities which take place during normal operation

1. Vehicles Collection – Vehicles are brought to the site by local citizens, local businesses, purchased at auctions, or may come from other locations and delivered to the site.
2. Vehicle Decontamination (DECON) – Once vehicles are on site they are prepped in the DECON area of the building to have the fluids, catalytic converters and batteries removed and placed in appropriate storage containers
3. Vehicles Dismantling – Vehicles that have parts of a higher sales value may be dismantled such that Engines & Transmissions are removed and stored for retail or online sales.
4. Vehicles Storage – A significant number of the vehicles coming to the site will be stored and entered into the U-Pull operation. Here the vehicles are staged in an orderly process such that vehicles parts can be easily accessed.
5. U-Pull Parts Sales – This where the public can come onto the site and pull parts from the vehicles. This is main use of the site.
6. Retail Sales – Some businesses and customers would rather not spend their time pulling the parts. In these cases, an employee of the business would service the needs of these customers to ensure they receive the parts they seeking in more a retails sales setting.

7. Parts Storage – Some parts are tagged, inventoried and will be stored inside the building.
8. Scrap Metal – As the vehicles in the U Pull area age out, they will be loaded up into shipping trucks and in most cases will be sent to the shredder located 8 miles away in Becker, MN. This process significantly reduces the collection of obsolete inventory.

c) **Proposed New Construction** - This is not correct. The plans that were submitted with the IUP application are for the existing building and to be used as reference to answer any question about the current building that is on site.

d) **Vehicle Description** - List of Vehicles on the site

1. (2) Propane power forklifts, used to move materials around inside the building
2. (1) Frontend Loader used to move vehicles around in the yard
3. (2) Excavators used to move vehicles around the yard and load vehicles into the scrap container for shipment to the shredder
4. (1) Roll off equipped Semi-truck used to collect trash bin around the site and haul trash away
5. Semi-truck used to haul the car hauling containers to the shredder
6. (3) Tow Trucks used to collect local carts from residents and or local businesses

e) **Hours of Operations** -

Monday – Friday 8AM to 6PM
Saturday – 8AM to 4PM
Sundays – CLOSED

f) **Site Plans** - See attached Exhibits for the records and site drawings with detailed comments for each sub-item:

Exhibits

A - Import Motors LLC MN Business Filing
B – Import Motors Tax Records
C – Parking Layout
D – Septic Location
E – Wetlands Map
F – Signage Locations
G – Fencing Diagram
H – Loading and Unloading Traffic Map

I – Septic Certification

J – Sherburne County Solid Waste Permit

K – Insurance policies

L – Vehicle Storage Location

g) **Employee Count** –

(9) Total

a. (1) General Manager
b. (2) Front Desk & Sales
c. (1) Shop Manager
d. (2) Shop Technicians
e. (1) Yard Manager
f. (2) Yard Technicians

h) **MN DPS Dealer License** – In process, need IUP to apply for new license

i) **Sherburne County Solid Waste/Salvage Yard License** - See Exhibit J

j) **Other State or Federal Approvals** - NONE

k) **Hazard Material Storage & Disposal** -

a. Anti-Freeze – Anti-freeze is drained from the vehicles in the DECON part of the shop and stored in EPA approved storage tanks. These storage tanks are kept inside the shop building towards the south end. The anti-freeze is then picked up by Eastside Oil Company 625 Lincoln Ave SE, St Cloud, MN 56304

b. Oil & Oil Filters – Oil is drained and the oil filters are removed from the vehicles in the DECON part of the shop and stored in EPA approved storage tanks and containers. These storage tanks and containers are kept inside the shop building towards the south end. The oil and oil filters are then picked up by Eastside Oil Company 625 Lincoln Ave SE, St Cloud, MN 56304

c. Gasoline – Gas is drained from the vehicles in the DECON part of the shop and stored in EPA approved storage tanks. These storage tanks are inside the shop building towards the south end. The Gas is then used by the business in its equipment.

d. Mercury Switches - These use of these switches was discontinued over 25 years ago. If in the rare case an older vehicle with said switched does come on site the switch is removed and collected in an EPA approved container. Once a number of switches have been collected they are sent to Mercury Technologies of Minnesota 1110 Holstein Dr NE, Pine City, MN 55063

e. Lead Wheel Weights – Wheel weights are left on the wheels and shipped to EMR Northern Metal Recycling 12432 Energy Dr, Becker, MN 55308

f. Catalytic Converters – Converters are removed from the vehicles in the DECON part of the shop and stored in locked storage units. These storage containers are kept inside the shop building towards the south end. The converter are then packed up and shipped to Legend Recycling and Smelting 717 O'Neill Dr, Hebron, OH 43025

l) MPCA Stormwater Permit - This is ongoing issue as the MPCA website where you can go to apply for the Stormwater Permit has been offline since June of 2025. The MPCA website is being monitored and we are to receive notification when it is up and ready to accept applications.

m) **Septic Compliance** – See Exhibit I

n) **Security Plan** – Cameras are installed throughout the site. These are then monitored from the site mangers office. The cameras are also recorded in the event of any issues. The current and proposed fencing system will ensure the property has a defined perimeter. There will be a site MAP in the office entrance to clearly show where the U-Pull clients can go to access the vehicle. There will be additional signage in the yard.

o) **Mitigation of Nuisance** - All vehicles that operate within the yard will have up to date mufflers and safety equipment. All work will be completed during normal business hours.

p) **Location of Processing Equipment** -
The majority of the vehicle processing takes place within the confines of the main shop. After vehicles are processed within the building, they are transported via an end-loader to their location in the yard.

q) **Arrangement of Vehicles - See Exhibit K**

r) **Expected Daily Vehicles Traffic Counts** -
20-30 customers
3-4 Semi-truck loads
6-8 Tow Trucks per day

s) **Comments from Agencies** -

Sherburne County Highway Dept –
763-865-4130 - Left a number of messages no response

MN DOT –
Was referred to the St Cloud Office – Spoke to Keith in Roadway Regulations
Has no issues or concerns

Sauk Rapids Fire Sept – 320-251-4747
Spoke with Jason Flemming / Fire Chief
Minimal impact, no concerns

Sherburne County Planning –
Spoke with Lynn who no longer covers Haven TWP
Referred to Rodell - Left several messages – no call back

Sherburne Highway Dept – 763-856-4131
Left several message – no call back

MN Dot – Zack Whitley – St Cloud Traffic
Minimal impact – no concerns

Hometown | Planning

January 21, 2026

C Chanthakhammy
K&C Foreign Auto Parts LLC/Import Motors LLC
PO Box 246
Rockville, MN 56369

RE: SECOND NOTICE OF INCOMPLETE APPLICATION – Interim Use Permit (IUP) for property address: 2333 12th St. S.E., St. Cloud, MN 56304

VIA EMAIL AND CERTIFIED MAIL

Sent via email to: importparts31@live.com and to tctimlittle@gmail.com.

C Chanthakhammy:

We are in receipt of your correspondence and additional documentation submitted on January 9, 2026, via an email from Tim Little, Chief Commercial Broker at Re/Max Advantage Plus. This email included an "Auto Salvage Business Work Plan," tax information, and your annotated response to my letter dated December 29, 2025 listing the additional information we would need to be able to consider your application complete. Thank you for submitting this additional information.

While the "Work Plan" successfully addresses the narrative description of your fluid removal and hazardous waste handling processes, a review of the submitted materials indicates that the application remains incomplete pursuant to Haven Township Zoning Ordinance Section 16, Subdivision 5.

Several items in your response directed staff to "** See workflow plan". However, upon review, the "Auto Salvage Business Work Plan" does not contain all of the specific data requested.

To proceed to the February 10, 2026 Planning Commission meeting for your required public hearing, you must submit the specific information listed below by no later than the end of the day, Monday January 26, 2026. If it is received after that date, it will likely need to wait for the March 2026 regular meeting of the Planning Commission. The Township would prefer to move your application along and hold the public hearing on February 10 if at all possible.

1. **Operational Information (Missing from Work Plan)**

   Although your letter referenced the Work Plan for these items, the data was not found in the text of that document:

   - **Days and Hours of Operation:** The Work Plan does not state when the facility will be open to the public. You must explicitly state your proposed days and hours (e.g., Mon-

Fri 8am-5pm, Sat 9am-12pm).

- **Vehicle & Machinery Description:** You must list the type and number of heavy machinery used on-site (e.g., "2 forklifts, 1 payloaders, 1 skidsteer"). The Work Plan only references "shop and employee vehicles" generally. While we realize the type and number of such equipment may vary over time, we are requesting your best estimate so as to help define the general scale of the operation and the amount of noise and other impacts that may be generated from the operation of the site.
- **Traffic Counts:** You provided inventory capacity (600-800 vehicles), but did not provide the expected vehicle traffic counts (trips per day) for customers, employees, and deliveries. We realize this may fluctuate from day to day and week to week, but please provide a general estimate of how many vehicles typically enter your site on a daily or weekly basis and the types of vehicles that come to the site. We are requesting this information to get a sense of the types and volume of vehicles entering and leaving the site so as to gain an understanding of the impact of the operation on local traffic safety and congestion.
- **Vehicle Stacking Height:** You must state the maximum height that vehicles will be stacked. The Work Plan mentions lane width but not stacking height. Ordinance Section 12.32.F requires that piles not exceed eight (8) feet in height.

2. **Site Plan & Physical Layout Deficiencies**

- **Signage Plan:** A dimensional diagram of your proposed signage is still required. The site plan must show where the sign is located, and you must confirm it includes the required 24-hour emergency contact information and the requirements of the Township ordinance for the posting of safety rules, the requirement for signed liability waivers and age restrictions for public entering the U-Pull area.
- **Screening Specifications:** Your aerial map notes "New Fencing", but does not provide specific elevation drawings or material descriptions (e.g., "8-foot opaque wood fence" or "slatted chain link"). Per the Minnesota Junk Yard Act, the yard must be effectively screened to conceal it from the view of motorists on the trunk highway. Please confirm the height and material.

3. **Administrative & Regulatory Documents**

- **Signatory Authority:** You provided tax records showing "Import Motors LLC" as the owner. I note that on the MN Secretary of State Website it lists yourself (C Chanthakhammy) and an address of 1380 Prairie Drive, Rockville, MN 56369. We understand that C is the primary contact for all matters relating to this application and to the ongoing operation of the proposed businesses on the property. We also understand that C is the owner of the new "St. Cloud U Pull" that would be operating out of the site and that any references to "K&C Auto Parts" as part of this application are only because that is the name historically associated with a business C operated as "K&C Foreign Auto Parts, LLC"- even though it doesn't exist as a formal company as part of this application.
- **Certificate of Septic Compliance:** We note your response that this is scheduled to be completed by January 30, 2026. Please submit this information as soon as you have it.
- **Agency Comments:** We note your submittal of the undated letter from Jeff Schlingmann

and the other correspondence (also undated and unclear how this was communicated) but the Township has no record of this correspondence. Even if we were to accept Mr. Schlingmann's correspondence as you submitted it, he clearly states in the undated/non-letterhead communication that "You stated that the business would receive salvage vehicles, strip them of their components such as engines, transmissions, generators, and such. This would all be done inside our buildings, by your employees…*I further understand that once the vehicles are stripped of their salvageable parts the remaining hulks will be sent out for disposal*" (emphasis added). It seems clear that this is not how the business has been operated.

As the current Zoning Administrator, and as I understand the Township Attorney has informed you or your attorney, the business you have been operating at the site and as I observe it from the ground and from aerial photos clearly meets the definition of "Salvage and Wrecking Yard" in the Township ordinance, which is:

> "An outdoor facility used by a business engaged in the reclamation of parts or materials from machinery or buildings."

You are not just taking cars inside a building, stripping them of useable parts and then immediately hauling the remaining vehicle offsite for disposal, but instead storing vehicles on-site in outdoor locations as they await being stripped of their salvageable parts. "Salvage and Wrecking Yards" were not previously allowed in any capacity by the Township Zoning Ordinance and that is why you went through the process this past year to request amendment to the Township Ordinance to allow both "Salvage Yards" and "Self-Service Salvage Yards" in the C2 zoning district that you have now been rezoned to. Therefore, you are in need of seeking approval for both the current use as a "Salvage and Wrecking Yard" as well as your proposed "Self-Service Salvage Yard".

You noted that this is an "existing facility" as reason for not needing comments from the various agencies listed. However, because the salvage yard was never approved through the proper procedures by the Township and also because you are now proposing a new "self-service salvage yard", we will need written comments from at least the following two agencies:

- City of St. Cloud (Planning & Zoning Department), since they are tied in with this area of the Township through an Orderly Annexation Agreement (OAA) with Haven Township;
- Sherburne County Highway Department, since the property runs along County Road 7 and they could have comments related to current and projected traffic levels.

We would also like confirmation that you have at least reached out to the following agencies with a description of your current and proposed business uses of the site and requested their written comments:

- Sherburne County Planning Office
- MnDOT (Regarding screening from Hwy 10)
- Sauk Rapids Fire Department (Regarding emergency access for the public in the yard)

- **MPCA Stormwater Permit:** You noted the MPCA website has been down. Please provide proof of coverage or a copy of the application once the system is accessible. Or if it remains inaccessible, a copy of correspondence with MPCA staff indicating where you are at in the process with them.
- **Sherburne County Solid Waste/Salvage Yard License:** Provide a copy of your Sherburne County license as required by the County Planning and Zoning or other applicable office. If the permit has not yet been issued, please provide information as to remaining items to be submitted and an expected timeline for approval

4. <u>Safety & Nuisance Mitigation</u>

- **Security Plan:** The Work Plan mentions locking up catalytic converters and a "wooden fence", but does not detail how you will prevent unauthorized access to the "U-Pull" yard by the general public or secure the site after hours. I note that you have fencing up on the north side of the yard but it does not appear there is fencing on the east or west or south ends that would provide full security. Note that the Township ordinance requires "A defined and secured perimeter must be established and maintained to restrict public access to designated business hours and to prevent unauthorized entry. Fencing must meet the screening standards of Section 14, Subdivision 2..."
- **Nuisance Control:** Please provide a written statement on how you will mitigate noise and dust generated by the increased customer traffic and dismantling activities.

Providing a complete application helps to avoid a denial of your request simply for a lack of sufficient information. The Township ordinance indicates that after a denial of a requested IUP, "No application for an IUP shall be resubmitted for a period of six (6) months from the date of any order of denial."

Also, note that Section 12, Subdivision 5.32 (Salvage Yard) and 5.33 (Self-Service Salvage Yard) have standards that will be applicable to your request for an Interim Use Permit. The Planning Commission and Town Board will be reviewing these as part of the public hearing and any information you can provide now as to how you will assure that they are met will be helpful to avoid delays in the review of your application. A copy of the pages from the ordinance showing these sections is attached for your reference.

Please submit the missing information as soon as possible. Per Zoning Ordinance Section 16, Subdivision 5.8, incomplete applications will be considered denied one year from the date of application if the required information is not submitted.

Once the missing information, including all required governmental and agency comments, is received and reviewed and found complete, a public hearing regarding your application will be scheduled.

Note that the information provided to make an application complete does not mean that will be the only information required during the process. In the Planning Commission and Town Board's review of the application, additional information and requirements related to matters not specifically addressed in the application requirements may be required, if deemed necessary.

If you have any questions regarding the missing information or the requirements of the new ordinance, please contact me at 320-759-1560 or toll free at 888-439-9793.

Sincerely,



Ben Oleson
Hometown Planning
Haven Township Zoning Administrator

CC: Haven Township clerk via email at: clerk@haventwp.org

9. Location and distance of neighboring residences.

10. Location of well, septic or other sanitary facilities on-site.

32. Salvage Yard

A. Effective screening as required by Section 14, Subdivision 2 of this Ordinance is mandatory to conceal the salvage yard from public view, especially from highways and adjacent properties. Acceptable screening methods include trees, shrubs, fences or other appropriate means.

B. A defined perimeter, approved by the Town Board and maintained by the applicant, must be established to prevent unauthorized access and delineate the facility boundaries.

C. Compliance with all applicable environmental regulations, including obtaining necessary permits from agencies such as the Minnesota Pollution Control Agency (MPCA), is required

D. Implement stormwater management practices to prevent contamination of water resources, which may include vegetative swales, collection and reuse of stormwater, inlet controls, snow management, infiltration devices and wet retention measures.

E. All processing equipment should be located at least 1,000 feet from any residence.

F. Uncrushed junk and vehicles must be stored in piles not exceeding eight feet in height, arranged to permit emergency access and comply with fire safety regulations.

G. Obtain and maintain all necessary licenses and permits required by federal, state, and local authorities to operate a salvage yard legally.

H. Regular inspections must be conducted to ensure compliance with all operational, environmental, and safety standards.

I. Maintain accurate records of all vehicles and materials received, processed, and disposed of, including documentation of compliance with environmental regulations.

J. Applicants who engage in the business of leasing, selling, or arranging the sale of motor vehicles, have leased or sold more than five vehicles, wholesale or retail, in a 12-month period, are in the business of selling used vehicle parts or processing and selling scrap metals acquired from vehicles, or conduct consignment sales or arrange sales or leases must hold an active dealer license authorized by the Minnesota Department of Public Safety. Such license must

cover the type of conduct the applicant engages in on his property. If the applicant engages in a use not authorized by a type of dealer license obtained from the Minnesota Department of Public Safety, the applicant will be in violation of their interim use permit. If an applicant does not have an active Minnesota Department of Public Safety dealer license at the time of applying for an interim use permit, the applicant must obtain all necessary dealer licenses within 90 days of the issuance of this permit.

K. Days and Hours of operation will be determined by the Town Board.

33. **Self-Service Salvage Yard**

A. A defined and secured perimeter must be established and maintained to restrict public access to designated business hours and to prevent unauthorized entry. Fencing must meet the screening standards of Section 14, Subdivision 2 of this Ordinance;

B. Vehicles made accessible to the public must be located in a clearly defined staging area separate from any dismantling, crushing, or equipment-based salvage activity. Safe pedestrian access must be maintained between rows, and emergency vehicles access must comply with local fire code requirements;

C. All safety rules must be prominently displayed at points of entry. The operator must maintain signed liability waivers for each person entering the yard. No person under the age of 18 shall be admitted without adult supervision;

D. Prior to being staged for public access, each vehicle must be drained of all fluids and stripped of batteries and catalytic converters. The yard must include appropriate containment measures to prevent environmental contamination and shall comply with all applicable MPCA regulations;

E. No vehicle stated for public access shall remain on-site for more than 365 days. After that period, vehicles must be either processed for scrap or relocated outside of the public-access area;

F. Operating days and hours shall be approved by the Town Board and included as a condition of the Interim Use Permit. No after-dark activity is allowed unless expressly authorized by the Board;

G. The applicant must have a valid and current dealer's license and any other state-required approvals at all times the self-service salvage yard is in operation.

H. The Town Board may impose special or greater restrictions or requirements on the operation of the Event Center to ensure adequate protection of the public health, safety and welfare as outlined in any conditions of approval of the interim use permit.

Authentisign ID: AD6F0E84-5240-F111-8EF2-000D3A55CAFE

Office of the Minnesota Secretary of State

Minnesota Limited Liability Company | Amendment to Articles of Organization

Minnesota Statutes, Chapter 322C

Read the instructions before completing this form.

Filing Fee: $55 for expedited service in-person and online filings, $35 if submitted by mail

Note: Information provided when filing a business entity is public data and may be viewable online. This includes but is not limited to all individual names and addresses.

1. File Number: 3244247-2

2. List the name of this company currently on file with the Office of the Minnesota Secretary of State: (Required)

Import Motors LLC

3. The articles of organization for this Limited Liability Company are amended pursuant to Chapter 322C.

AMENDMENT OPTIONS: Complete as many amendment options as apply. Complete an option only if you are changing the information related to that option.

4. The company name is changed to:

Import Motors LLC

5. The registered office address is changed to:

2333 12th. St. S.E	St Cloud	MN	56304
Street Address *(A post office box by itself is not acceptable)*	City	State	Zip Code

6. The registered agent is changed to:

C Chanthakammy

7. The business mailing address has changed to:

2333 12th St SE	St Cloud	MN	56304
Address	City	State	Zip Code

8. The articles of organization are otherwise amended as

Change of address

9. I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

C Chanthakammy	4-11-2026
Signature of Authorized Person or Authorized Agent	Date

Authentisign ID: AD6F0E84-5240-F111-8EF2-000D3A55CAFE

Office of the Minnesota Secretary of State

Minnesota Limited Liability Company | Amendment to Articles of Organization

Minnesota Statutes, Chapter 322C

Email Address for Official Notices

Enter an email address to which the Secretary of State can forward official notices required by law and other notices:

carpartzoo@gmail.com

☒ Check here to have your email address excluded from requests for bulk data, to the extent allowed by Minnesota law.

List a name and daytime phone number of a person who can be contacted about this form:

C Chanthakammy	763-258-7011
Contact Name	Phone Number

Entities that own, lease, or have any financial interest in agricultural land or land capable of being farmed must register with the MN Dept. of Agriculture's Corporate Farm Program.

Does this entity own, lease, or have any financial interest in agricultural land or land capable of being farmed?

Yes ☐ No ☒

Print Reset

Authentisign ID: AD6F0E84-5240-F111-8EF2-000D3A55CAFE

INSTRUCTIONS

File your business document online by visiting our website at www.sos.mn.gov.

This form is intended merely as a guide for filing and is not intended to cover all situations. Retain the original signed copy of this document for your records and submit a legible photocopy for filing with the Office of the Secretary of State.

1. List the File Number provided by the Minnesota Secretary of State.
2. List the exact company name as filed with this office. (Required)
3. **Complete as many amendment options as apply. Complete an option only if you are changing the information related to that option.**
4. If you are changing your company name, list the exact legal name for this Limited Liability Company. The name must include the words or abbreviations Limited Liability Company, LLC, Professional Limited Liability Company or PLC and **cannot** contain the words "corporation" or "incorporated" or their abbreviations. A preliminary name availability check may be done by accessing our website at www.sos.mn.gov.
5. The registered office address must be a Minnesota address and must be completed with a street address or rural route and rural route box number, city, state and zip code. A P.O. Box by itself is not acceptable.
6. You are not required to have a registered agent. If you wish to have an agent now, you must list the full name of the agent who must be located at the registered office address. If you wish to remove a previously designated agent, write "none" for the agent.
7. If the business mailing address will be different then the registered office address, list the mailing address. This address may be a P.O. Box.
8. Enter the amended article completely and by using the language which is to be in effect once the amendment is filed. If there is not enough space for your amendment, please attach additional pages.
9. A signature of a person authorized by the LLC to sign documents or an Authorized Agent (The signing party must indicate on the document that they are acting as the agent of the person(s) whose signature would be required and that they have been authorized to sign on behalf of that person(s).) is required.

Email Address for Official Notices. This email address may be used to send annual renewal reminders and other important notices that may require action or response. Check the box if you wish to have your email address excluded from requests for bulk data, to the extent allowed by Minnesota law.

List a name and daytime telephone number of a person who can be contacted about this form.

Filing Fee: $55 for expedited service in-person and online filings, $35 if submitted by mail
Payable to the MN Secretary of State

Please submit all items together and mail to the address below:

FILE IN-PERSON OR MAIL TO:
Minnesota Secretary of State - Business Services
First National Bank Building
332 Minnesota Street, Suite N201
Saint Paul, MN 55101
(Staffed 8 a.m. – 4 p.m., Monday - Friday, excluding holidays)
Phone Lines: (9 a.m. - 4 p.m., M-F) Metro Area 651-296-2803; Greater MN 1-877-551-6767

All of the information on this form is public. Minnesota law requires certain information to be provided for this type of filing. If that information is not included, your document may be returned unfiled. This document can be made available in alternative formats, such as large print, Braille or audio tape, by calling (651)296-2803/voice. For a TTY/TTD (deaf and hard of hearing) communication, contact the Minnesota Relay Service at 1-800-627-3529 and ask them to place a call to (651)296-2803. The Secretary of State's Office does not discriminate on the basis of race, creed, color, sex, sexual orientation, national origin, age, marital status, disability, religion, reliance on public assistance or political opinions or affiliations in employment or the provision of service.

Authentisign ID: 93511735-5340-F111-8EF2-000D3A55CAFE

Exhibit B - Ownership Info

2333 12th Street SE, Saint Cloud, MN 56304-9791

2333 12TH ST SE

Owner Information

Owner Name:	**Import Motors Llc**	Mailing Address:	**1380 Prairie Dr SE**
Tax Billing City & State:	**Cold Spring Mn**	Tax Billing Zip:	**56320**

Location Information

Municipality:	**Haven Twp**	Market Area:	**C25**
Neighborhood Code:	**25C006**	School District:	**St Cloud**
County:	**Sherburne**	Census Tract:	**030301**
Zoning:	**I**	Section #:	**6**

Tax Information

Parcel ID:	**25-00006-4106**	Alt. Tax ID:	**16759**
Tax District:	**25**	% Improved:	**81**
Legal Description:	**N 514.09 FT OF W 424 FT OF E 1382 FT OF N 1-2 OF SE 1-4. SUB TO EASEMENTS.**		

Assessment & Taxes

Assessment Year	2023	2022	2021
Assessed Value - Total	**$655,000**	**$635,000**	**$557,600**
Assessed Value - Land	**$126,500**	**$126,500**	**$126,500**
Assessed Value - Improved	**$528,500**	**$508,500**	**$431,100**
YOY Assessed Change ($)	**$20,000**	**$77,400**	
YOY Assessed Change (%)	**3%**	**14%**	
Tax Year	**2024**	**2023**	**2022**
Total Tax	**$12,298.00**	**$12,784.00**	**$12,792.00**
Change ($)	**-$486**	**-$8**	
Change (%)	**-4%**	**0%**	

Characteristics

County Use:	**Commercial**	Universal Land Use:	**Commercial Building**
Lots Acres:	**5.000**	Lot Area:	**217,800**
Year Built:	**2018**	Effective Year Built:	**2019**
Number of Buildings:	**1**	Heat Type:	**Forced Air**
Basement Type:	**Finished**	Building Condition:	**Average**
Type of Roof:	**GABLE**	Roof Frame Type:	**METAL**
Shape of Roof:	**GABLE**	Porch:	**Open Porch**

Building Features

Feature Type	Unit	Size/Qty	Width	Depth	Year Built	Value
Elevator						
Base Area						

Listing History from MLS

List#: 4855823 — 2333 12th St SE, Saint Cloud, MN 56304 — Prop Type: **Lots & Land**

Closed



	Mls Change Type	Field Name	Eff Date	Old Value	New Value	DOM
1	Closed	MLSStatus	12/15/17 05:20 PM	PND	CLS	
2	Pending	MLSStatus	11/20/17 02:22 PM	ACT	PND	
3		ListPrice	07/19/17 08:04 PM		$350,000	
4	New Listing	MLSStatus	07/19/17 08:04 PM		ACT	
5		ListPrice	07/19/17 08:04 PM		$350,000	

Sale History from Public Records

Rec. Date	Sale Date	Sale $	Doc. #	Document Type	Buyer Name(s)	Seller Name(s)

Authentisign ID: 93511735-5340-F111-8EF2-000D3A55CAFE

10/25/18	10/23/18	$350,000	864022	Limited Warranty Deed	Import Motors Llc	Reh Holdings Llc
Multi/Split Sale MULTIPLE				Title Co Tri County Abs & Title Guarant		
01/03/18	12/01/17	$350,000	850392	Contract Of Sale	Import Motors Llc	Reh Holdings Llc
Multi/Split Sale MULTI				Title Co		
03/15/00	03/15/00	$272,000	50050	Warranty Deed	Erickson Jason	Elfering Robert C
Multi/Split Sale MULTI				Title Co		

Mortgage History

Date	Amount	Mortgage Lender	Mortgage Type	Mortgage Code
08/29/2024	$467,269	Private Individual	PRIVATE PARTY LENDER	REFI
12/16/2019	$577,500	Granite Cmnty Bk	CONVENTIONAL	REFI
10/31/2019	$577,500	Granite Cmnty Bk	CONVENTIONAL	REFI
10/31/2019	$480,000	Minnesota Busn Fin Corp	CONVENTIONAL	REFI
10/25/2018	$1,039,500	Granite Cmnty Bk	CONVENTIONAL	RESALE
01/03/2018	$340,000	Private Individual	PRIVATE PARTY LENDER	SELLER/CARRY BACK

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Exhibit C - Parking -



Parking Areas

A) Employee Parking
Gravel Lot

B) Customer Parking
Gravel Lot

C) (1) Handi-Cap
Parking Gravel Lot

D) _ PROPOSED _
Customer Parking

C. W. LUNSER COMPANY INC.

Septic Designs ~ Compliance Inspections ~ Operation & Maintenance
Trouble Shooting ~ Soil Borings ~ Perc Tests ~ Site Evaluations
Minnesota Pollution Control Agency Licensed and Bonded

St. Cloud Area
1600 238th St
St. Cloud MN 56301
Business: (320) 248-2262

Alexandria Area
2753 Le Homme Dieu Heights NE
Alexandria MN 56308
Business & Fax: (320) 763-5577

Instructions: Inspector must submit completed form to Local Governmental Unit (LGU) and system owner within 15 days of final determination of compliance or noncompliance. Instructions for filling out this form are located on the Minnesota Pollution Control Agency (MPCA) website at https://www.pca.state.mn.us/sites/default/files/wq-wwists4-31a.pdf.

Property information

Local tracking number:

Parcel ID# or Sec/Twp/Range: 25-00006-4106 Reason for Inspection ? File #: S0400826

Local regulatory authority info: Sherburne County P & Z

Property address: 2333 12TH ST SE SAINT CLOUD MN 56304

Owner/representative: Import Motors LLC (c/o C Chanthakhammy Owner's phone: 763-258-7011

Brief system description: Mound/Holding Tan

System status

System status on date (mm/dd/yyyy): 4/22/2026

☒ **Compliant – Certificate of compliance***

*(**Valid for 3 years from report date** unless evidence of an imminent threat to public health or safety requiring removal and abatement under section 145A.04, subdivision 8 is discovered or a shorter time frame exists in Local Ordinance.)*

Note: Compliance indicates conformance with Minn. R. 7080.1500 as of system status date above and does not guarantee future performance.

☐ **Noncompliant – Notice of noncompliance**

Systems failing to protect ground water must be upgraded, replaced, or use discontinued within the time required by local ordinance.

An imminent threat to public health and safety (ITPHS) must be upgraded, replaced, or its use discontinued within ten months of receipt of this notice or within a shorter period if required by local ordinance or under section 145A.04 subdivision 8.

Reason(s) for noncompliance (check all applicable)

☐ Impact on public health (Compliance component #1) – *Imminent threat to public health and safety*
☐ Tank integrity (Compliance component #2) – *Failing to protect groundwater*
☐ Other Compliance Conditions (Compliance component #3) – *Imminent threat to public health and safety*
☐ Other Compliance Conditions (Compliance component #3) – *Failing to protect groundwater*
☐ System not abandoned according to Minn. R. 7080.2500 (Compliance component #3) – *Failing to protect groundwater*
☐ Soil separation (Compliance component #5) – *Failing to protect groundwater*
☐ Operating permit/monitoring plan requirements (Compliance component #4) – *Noncompliant - local ordinance applies*

Comments or recommendations

On the day that the septic system was inspected it was functioning properly. No warranty or representation is made that the septic system meets all past or current codes or that it will function indefinitely.

All 24" dia. concrete maintenance hole covers are accessible from the surface.

Certification

I hereby certify that all the necessary information has been gathered to determine the compliance status of this system. No determination of future system performance has been nor can be made due to unknown conditions during system construction, possible abuse of the system, inadequate maintenance, or future water usage.

***By typing my name below**, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing this form.*

Business name: C. W. Lunser Co., Inc. Certification number: C2429

Inspector signature: Clyde W Lunser License number: L966

(This document has been electronically signed) Phone: 320-248-2262

Necessary or locally required supporting documentation (must be attached)

☒ Soil observation logs ☒ System/As-Built ☐ Locally required forms ☐ Tank Integrity Assessment ☐ Operating Permit

☒ Other information (list): Property Owner Testimonial Statement

Property Address: 2333 12TH ST SE SAINT CLOUD MN 56304

Business Name: C. W. Lunser Co., Inc. Date: 4/22/2026

1. Impact on public health – Compliance component #1 of 5

Compliance criteria:	
System discharges sewage to the ground surface	☐ Yes* ☒ No
System discharges sewage to drain tile or surface waters.	☐ Yes* ☒ No
System causes sewage backup into dwelling or establishment.	☐ Yes* ☒ No

Any "yes" answer above indicates the system is an imminent threat to public health and safety.

Attached supporting documentation:

☐ Other:

☐ Not applicable

Describe verification methods and results:

No surface outlet observed. No surfacing on or around mound or evidence of surfacing from the past was observed. No back up occurred in the structure, septic/pump tank(s), or drain-field while water was ran into the system for two pump cycles. Top of rock was exposed and no black soil was observed nor was any standing effluent observed in or above the rock bed or in the 24" dia. inspection pipe at the end of the rock bed in the mound before, during or after the pump cycles. Property owner stated that no problems have ever occurred with the system such as surfacing, spongy areas, back up into the home, etc. (see "Property Owner Testimonial Statement").

2. Tank integrity – Compliance component #2 of 5

Compliance criteria:	
System consists of a seepage pit, cesspool, drywell, leaching pit, or other pit?	☐ Yes* ☒ No
Sewage tank(s) leak below their designed operating depth?	☐ Yes* ☒ No
If yes, which sewage tank(s) leaks:	

Any "yes" answer above indicates the system is failing to protect groundwater.

Attached supporting documentation:

☒ Empty tank(s) viewed by inspector

Name of maintenance business: Nelson Sanitation

License number of maintenance business: L4293

Date of maintenance: 4/22/2026

☒ Existing tank integrity assessment (Attach)

Date of maintenance (mm/dd/yyyy): 4/29/2026 (must be within three years)

(See form instructions to ensure assessment complies with Minn. R. 7082.0700 subp. 4 B (1))

☐ Tank is Noncompliant (pumping not necessary – explain below)

☐ Other:

Describe verification methods and results:

All septic/pump tanks/compartments were pumped out through the 24" dia. maintenance hole opening(s) by Nelson Sanitation & Rental, Inc.. Normal operating levels were observed at time of inspection with no evidence of high level conditions from the past. High pressure water hose and spot light was used to spray off bottom of tank to inspect for cracks.

Both pump and high level alarm functioned properly at time of inspection (high level alarm for holding tank functions also).

Holding tank was inspected by Austin Inc. (see attached "Existing Tank Integrity Assessment" form)

Property Address: 2333 12TH ST SE SAINT CLOUD MN 56304

Business Name: C. W. Lunser Co., Inc. Date: 4/22/2026

3. Other compliance conditions – Compliance component #3 of 5

3a. Maintenance hole covers appear to be structurally unsound (damaged, cracked, etc.), or unsecured?

☐ Yes* ☒ No ☐ Unknown

3b. Other issues *(electrical hazards, etc.)* to immediately and adversely impact public health or safety? ☐ Yes* ☒ No ☐ Unknown

**Yes to 3a or 3b - System is an imminent threat to public health and safety.*

3c. System is non-protective of ground water for other conditions as determined by inspector? ☐ Yes* ☒ No

3d. System not abandoned in accordance with Minn. R. 7080.2500? ☐ Yes* ☒ No

**Yes to 3c or 3d - System is failing to protect groundwater.*

Describe verification methods and results:

Attached supporting documentation: ☒ Not applicable ☐ _____

4. Operating permit and nitrogen BMP* – Compliance component #4 of 5 ☒ Not applicable

Is the system operated under an Operating Permit? ☐ Yes ☐ No **If "yes", A below is required**

Is the system required to employ a Nitrogen BMP specified in the system design? ☐ Yes ☐ No **If "yes", B below is required**

BMP = Best Management Practice(s) specified in the system design

If the answer to both questions is "no", this section does not need to be completed.

Compliance criteria:

a. Have the operating permit requirements been met? ☐ Yes ☐ No

b. Is the required nitrogen BMP in place and properly functioning? ☐ Yes ☐ No

Any "no" answer indicates noncompliance.

Describe verification methods and results:

Attached supporting documentation: ☐ Operating permit (Attach) ☐

Property Address: 2333 12TH ST SE SAINT CLOUD MN 56304

Business Name: C. W. Lunser Co., Inc. Date: 4/22/2026

5. Soil separation – Compliance component #5 of 5

Date of installation 5/7/2019 *(mm/dd/yyyy)* ☐ Unknown

Shoreland/Wellhead protection/Food beverage lodging? ☐ Yes ☒ No

Attached supporting documentation:

☐ Soil observation logs completed for the report

☒ Two previous verifications of required vertical separation

☐ Not applicable (No soil treatment area)

☐ _____

Compliance criteria (select one):

5a. *For systems built prior to April 1, 1996, and not located in Shoreland or Wellhead Protection Area or not serving a food, beverage or lodging establishment:* Drainfield has at least a two-foot vertical separation distance from periodically saturated soil or bedrock.	☐ Yes ☐ No*
5b. *Non-performance systems built April 1, 1996, or later or for non-performance systems located in Shoreland or Wellhead Protection Areas or serving a food, beverage, or lodging establishment:* Drainfield has a three-foot vertical separation distance from periodically saturated soil or bedrock.*	☒ Yes ☐ No*
5c. *"Experimental", "Other", or "Performance" systems built under pre-2008 Rules; Type IV or V systems built under 2008 Rules 7080. 2350 or 7080.2400 (Intermediate Inspector License required ≤ 2,500 gallons per day; Advanced Inspector License required > 2,500 gallons per day)* Drainfield meets the designed vertical separation distance from periodically saturated soil or bedrock.	☐ Yes ☐ No*

Indicate depths or elevations

A. Bottom of distribution media	
B. Periodically saturated soil/bedrock	
C. System separation	>30.6"
D. Required compliance separation*	30.6"

*May be reduced up to 15 percent if allowed by Local Ordinance.

**Any "no" answer above indicates the system is failing to protect groundwater.*

Describe verification methods and results:

Info above in "Indicate depths or elevations" not required due to "two previous verifications of required vertical separation" exists for this septic system (see attached).

Upgrade requirements: *(Minn. Stat. § 115.55) An imminent threat to public health and safety (ITPHS) must be upgraded, replaced, or its use discontinued within ten months of receipt of this notice or within a shorter period if required by local ordinance. If the system is failing to protect ground water, the system must be upgraded, replaced, or its use discontinued within the time required by local ordinance. If an existing system is not failing as defined in law, and has at least two feet of design soil separation, then the system need not be upgraded, repaired, replaced, or its use discontinued, notwithstanding any local ordinance that is more strict. This provision does not apply to systems in shoreland areas, Wellhead Protection Areas, or those used in connection with food, beverage, and lodging establishments as defined in law.*

Property address: 2333 12th St. SE
City: St. Cloud State: MN Zip code: 56304
Parcel ID:

Optional section: Sewage Tank Compliance Certification (Tank integrity assessment)

This form does not represent a complete system inspection report and only certifies sewage tank compliance status. i.e., this form, completed, may serve as a tank integrity assessment.

Instructions: This section of the form may be completed and signed by a Designated Certified Individual (DCI) of a licensed SSTS Maintenance Business who personally conducts the necessary procedures to assess the compliance status of each sewage tank in the system.

When this section of the form is signed by a qualified certified professional, it becomes *necessary supporting documentation* to an Existing System Compliance Inspection Report: Compliance inspection form - Existing system (wq-wwists4-31b). This form can be found on the MPCA website at https://www.pca.state.mn.us/water/service-and-maintenance.

The information and certified statement on this form is **required** when existing septic tank compliance status is determined by an individual other than the SSTS Inspector that submits an inspection report. This form represents a third party assessment of SSTS component compliance and is allowable under Minn. R. 7082.0700, subp. 4 Item (B) subitem (1). This form is valid for a period of three years beyond the signature date on this form unless a new evaluation is requested by the owner or owner's agent or is required according to local regulations. Additional Administrative Rule references for this activity can be found at Minn. R. 7082.0700, subp. 4 Items B, C, and D; 7083.0730 Item C.

☒ **Certificate of sewage tank compliance**

Affirm all three statements:

- ☒ The SSTS does not contain a seepage pit, cesspool, drywell, leaching pit, or other pit.
- ☒ It does not contain a sewage tank that was designed to be watertight, but subsequently leaks below the designed operating depth.
- ☒ It does not represent an imminent safety threat by reason of unsecured, damaged, or weak maintenance hole cover(s) or other unsafe condition.

☐ **Notice of sewage tank non-compliance**

Select all that apply:

- ☐ The SSTS has a seepage pit, cesspool, drywell, leaching pit, or other pit – **"Failure to Protect Groundwater."**
- ☐ It has a sewage tank that was designed to be watertight, but subsequently leaks below the designed operating depth – **"Failure to Protect Groundwater."**
- ☐ It presents a threat to public safety by reason of unsecured, damaged, or weak maintenance hole cover(s) or other unsafe condition – **"Imminent Threat to Public Health or Safety."**

Company information

Company name: Austin Inc
Business license number: L3930

Designated Certified Individual (DCI) information

Print name: Dale Austin
Certification number: C9604

I personally conducted the work described above as a Designated Certified Individual of a Minnesota-licensed SSTS Maintenance Business. I personally conducted the necessary procedures to assess the compliance status of each sewage tank in this SSTS.

***By typing/signing my name below**, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing this form.*

Designated Certified Individual's signature: [signature] Date (mm/dd/yyyy): 4/29/26

Holding tank on property only disposed of at the city treatment plant, due to holding tank for the shop floor drains

Sherburne County

Parcel Description -

INQPCL-1

Press Enter to continue or enter new parcel/tax year: 25-006-4106 2019

Parcel/Acct: 25-006-4106 16759 CIC Asmt/Tax year: 2018 / 2019 Type: RE Data set: PRD Production

Primary owner: 77698 REH HOLDINGS LLC

Taxpayer: 103675 IMPORT MOTORS LLC

Ref. parcel: Unit:

Lake #/Name:

Physical adr: 2333 12TH ST SE
SAINT CLOUD MN 56304

User defined:

UTA-Twp/City: 25 HAVEN

School: 742 ST. CLOUD

Legal: N 514.09 FT OF W 424 FT OF E 1382 FT OF N
(Version 1) 1-2 OF SE 1-4. SUB TO EASEMENTS.

Escrow:

FALCO: 4 CD

Hold tax stmt:

Lease type:

Com district: 4

MH court nbr:

TIF district:

Notes:

Emergency #:

Surveyed:

UDI: 100.00%

Billing: P

KD date:

Unique Taxing Area

FIRE	RURL	U/R	MISC
00	00	00	00

Legal Description

Acres: 5.00

Lot/Block: /

Plat/Desc:

Sec/Twp/Rge: 6 35.0 30

Submit | Trans History | Parcel History | Name/Addresses | Legal | Escrow History | TIRD | Audit Log | Physical Address | Notes

MARTINCA

Presto Release Level: 18.05.0 Tax Release Level 18.05.0 9/06/18 10:57:46

* sand (matlw@20") Type III system - dig down 12-16" and replace with washed sand Trench @ 24" sand lift

9/10/18 Steve Aleshire

Soil Observation Log

Watab

Observation #: 3

Elevation: 1024.35

Method: Pit

Depth to Restrictive: 21

Vegetation: None

Restrictive Elevation: 1022.60

Landscape: Flat

Job #: 6720

© 2018 Watab Inc

ELEV. (ft.)	DEPTH (in.)	SUBSTRATE H	SUBSTRATE V / C	REDOX / INDICATOR H	REDOX / INDICATOR V / C	REDOX / INDICATOR TYPE	SOIL TEXTURE	% ROCK	SOIL STRUCTURE SHAPE - GRADE - CONSISTENCE	H2O Y/N
1024.35	0									
1023.93	5						Class 2 Granite	<35	Compacted	N
1022.60	21	10YR	3/3				Loamy Sand	<35	Compacted	N
1022.27	25	10YR	3/2	10YR	5/1 & 5/6	S1	Loamy Sand	<35	Compacted	N
1021.10	39	10YR	4/4	10YR	Faint 5/2 & 5/6	S1	Loamy Sand	<35	Compacted	N
1019.77	55	10YR	4/4	10YR	5/2 & 5/6	S1	Coarse Sand	>50	Single Grain	N

Comments: Compacted soil from 5-39 inches.

Certification: I certify that these data are the findings of a certified, licensed professional and representative of the proposed work area.

Watab Inc. MPCA Lic. 2116

9/10/2018 Date

Page 6 of 8

ALL SYSTEMS

Number of Bedrooms =
Design Flow = 450 GPD
Tank Size
- Septic/Pump Tank Combo ____ gal
- Septic Tank 2000-2 gal
- Pump Tank 1000 gal
- Holding Tank 2000 gal

Type of System (Choose one)

☐ Pressure Bed	☐ Type I System
☐ Trenches	☐ Type II System
☑ Mound	☑ Type III System
☐ At-Grade	☐ Type IV System
☐ Pre-Treatment	☐ Type V System

Describe Pre-Treatment
Is the proposed system located in the Shoreland District? Y☐ or N☑
Distance to Lake= Name of Lake:
Type of Lake:
Distance to River= Name of River:
Type of River:
Elevation of OHWL =

SOIL VERIFICATION

Depth to Limiting Layer (inches) = 12"
Limiting Layer Condition = Redoximorphic soil fe
Has this been verified by Sherburne County? Y☑ or N☐
Date of Verification = 9/10/2018
Verification Method = Pit
County Inspector = Steve Aleshire

Soils must be verified prior to acceptance of design

Additional Water Using Devices (Check all that apply)
☐ Dishwasher
☐ Garbage Disposal
☐ Water Softener
☐ Washing Machine
☐ Pool/Spa
☐ Furnace
☐ Humidifier
☐ Other

Trench System

# of Trenches ____ # of Dropboxes ____
Length ____ ft
Width ____ ft
Is the system Gravity or Pressurized?
If pressure, make and model of pump/alarm?
Pump Make ____ Pump Model ____
Alarm Make ____ Alarm Model ____
Flow Measurement Type ____

Pressure Bed System

Length of treatment area ____ ft
Width of treatment area ____ ft
Pump Make ____ Pump Model ____
Alarm Make ____ Alarm Model ____
Flow Measurement Type ____

Mound or At-Grade System

Length of treatment area 40 ft
Width of treatment area 10 ft
Length of Sand Lift 40 ft
Width of Sand Lift 10 ft
Sand Lift Height 2 ft
Pump Make Liberty Pump Model 283
Alarm Make Alderon Alarm Model VersiAlarm
Flow Measurement Type Pump cycle event counter

Tank

Tank Manufacturer Brown Precast
Distance from surface to tank bottom 8'
Riser Heights 3'
Insulation Required? Y☑ or N☐
Existing Tank? Y☐ or N☑
If yes, tank abandonment method?

ALL SYSTEMS

- Depth of media below pipe 9
- Depth of treatment area from surface to bottom of media +24
- Distance from bottom of media to limiting layer 36"
- Is there a drainage easement on the proposed bed? Y☐ or No ☑ (If yes, it must be shown in the submitted drawing)
- Is there a potential for flooding or run-on problems from adjacent structures? Y☐or N☑ (If yes, how will the water be diverted away from the treatment area?)
- Is the proposed system within 20' of neighboring property line? Y☐ or N☑ (If yes, either a survey or lot line agreement shall accompany this form)
- Are there neighboring wells within 100' of proposed treatment area? If yes, depth of neighboring well(s)? Y☐ or N☑

Will a Variance be required due to unique circumstances Y☐ or N☑
yes, please describe

Applicable Setbacks	Drainfield	Sewage Tank(s)	Water Supply Pipes
a. Distance from Well to.....	140'	185'	
b. Distance from Structure to.....	20'	10'	
c. Distance from Property Lines.....	125'	195'	
d. Distance from Lake or River.....	n/a	n/a	
e. Distance from Water Line to.....	>10'	>10'	
f. Distance from neighboring wells to.....	>100'	>100'	

Water Source
___ Municipal
___ Dug Well
X Drilled Well
- Well Casing Depth 52' ft
- Neighboring well casing depth if closer than 100' n/a ft

SHERBURNE COUNTY INSPECTION RECORD

Builder/Homeowner: K+C Foreign Auto Parts Permit# ____

ASBUILT	SEPTIC SYSTEM	DESIGN
INSTALLER Lang & Sons LICENSE # L481	DESIGNED BY: Waldon Onstine	LICENSE # 2116
ONSITE INSTALLER Gene Lang #		
SEPTIC TANK SIZE(S): 2000 (2)	SEPTIC TANK SIZE(S):	2000 (2) 2000 Holding Tank
PUMP TANK SIZE 1000	PUMP TANK SIZE	1000
TANK MANUFACTURER Brown Wilbert	TANK MANUFACTURER	Brown & Wilbert
TYPE OF DRAINFIELD Type III Mound	TYPE OF DRAINFIELD	Type III Mound
# DROP BOXES/TRENCHES Bed - 10x40	# DROP BOXES/TRENCHES	10'x40'
SIZE OF BED/TRENCHES: 10 ft. x 40 ft.= 400 sq ft.	SIZE OF BED/TRENCHES:	10 ft x 40 ft = 400 sq ft.
FLOW RATE: (1 - 2499) 2500 - 4999 5k – 10k	FLOW RATE:	(1 - 2499) 2500 - 4999 5k – 10k
ROCK DEPTH: 9"	ROCK DEPTH:	9" Gravel Type
CHAMBER HEIGHT: –	CHAMBER HEIGHT:	N/A
DEPTH TO BOTTOM OF DRAINFIELD: 12"	DEPTH TO MOTTLED SOIL:	12"
MAXIMUM DEPTH ALLOWED BY DESIGN: 24" Sand Lift	DEPTH OF DRAINFIELD	24" Sand Lift
INSPECTED BY: KT DATE: 5/2/19	REVIEWED BY	DATE: 11/27/18

Tank Abandonment

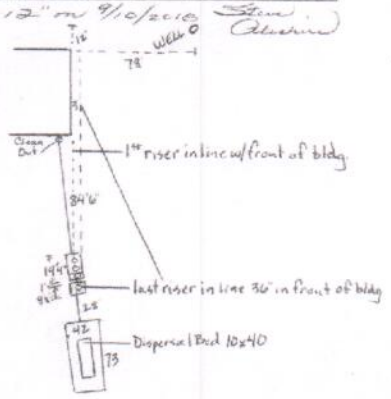
SIGNED:	DATE:	NUMBER OF TANKS:

* Soils verified good to 12" on 9/10/2018 Steve Aleshire
Type 3 - Laystrand

- Line from Bldg to tank is insulated 2"
- Pump Liberty 283
- Alarm Ver Versi Alarm
- Inspection Pipe Yes 4"
- Laterals 3
- Drain Pipe 15 @ 7/12" Perf.

Tank to Structure 95'
E. Prop Line >100'
Well >100'
Drainfield Structure 135'
E. Prop Line 114'
Well >100'

Old System Dug Out 20x50



SHERBURNE COUNTY SEPTIC SYSTEM INSPECTION RECORD

PID# ____ Builder/Homeowner: ____ Permit# ____

DESIGN	ASBUILT
DESIGNER: LICENSE #: DESIGNED FOR ____ BEDROOMS	INSTALLER: LICENSE #:
SEPTIC TANK SIZE(S):	SEPTIC TANK SIZE(S):
PUMP TANK SIZE:	PUMP TANK SIZE:
TANK MANUFACTURER:	TANK MANUFACTURER:
TYPE OF DRAINFIELD:	TYPE OF DRAINFIELD:
# DROP BOXES/TRENCHES:	# DROP BOXES/TRENCHES:
SIZE OF BED/TRENCHES: ft. x ft.= sq ft.	SIZE OF BED/TRENCHES: ft. x ft.= sq ft.
FLOW RATE: 1 - 2499 2500 - 4999 5k – 10k	FLOW RATE: 1 - 2499 2500 - 4999 5k – 10k
ROCK DEPTH:	ROCK DEPTH:
CHAMBER HEIGHT:	CHAMBER HEIGHT:
DEPTH TO MOTTLED SOIL:	DEPTH TO BOTTTOM OF DRAINFIELD:
DEPTH OF DRAINFIELD	MAXIMUM DEPTH ALLOWED BY DESIGN:
REVIEWED BY: DATE:	INSPECTED BY: DATE:

Soil Verification

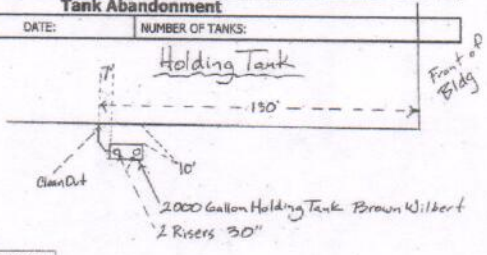
INSPECTED BY:	DATE:	DEPTH TO LIMITING LAYER: inches

Tank Abandonment

SIGNED:	DATE:	NUMBER OF TANKS:

TANKS
RISER HEIGHT:
INSULATION ON TANK: Y/N
CLEANOUT @ HOUSE: Y/N
PUMP MANF/HP:
ALARM: Y/N

DRAINFIELD
INSP. PIPES IN DF: Y/N
FABRIC OVER ROCK: Y/N
NUM. LATERALS:
DIA. LATERALS:
PERF. SIZE/SPACING:
15% RULE MET(TRENCHES): Y/N



SETBACKS	TANK		DRAINFIELD	
	Req.	Act.	Req.	Act.
House	10		20	
Property Line	10		10	
Well	50		50/100	

KT - 5/7/2019

Property Owner Testimonial Statement

In Regards to the septic system at the address of:

Property Owner Name(s) & Address: Import Motors LLC (c/o C Chanthakhammy)
2333 12th St SE
St Cloud MN 56304

Property Tax I.D. #: 25-00006-4106

Please answer the following questions:

1. Has your septic system ever backed up wastewater into the structure?
Yes_____ No__X__ Initial C.C

2. Have you ever had wastewater (effluent) from your septic system surfacing or ponding or had spongy areas over the absorption area (drain field area)?
Yes_____ No__X__ Initial C.C

3. Do you have more than one sewer outlet leaving this structure connected to a separate septic system or other structures on this property that generate wastewater and have a sewer outlet with a separate septic system?
Yes_____ No__X__ Initial C.C

4. Were any other water supply well(s) installed on this property since the septic system was installed?
Yes_____ No__X__ Initial C.C

I certify that the above statements are true and correct.

Signature _____ 4-22-2026 Date

Chanthakhammy
Print Name

Explanations on answers above if needed: _____

Current Address (if different than above) _____

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Exhibit D - Septic -



Septic

A) Mound System

Site has City Water

Exhibit E - Wetlands Map - from the website :

https://fwsprimary.wim.usgs.gov/wetlands/apps/wetlands-mapper/

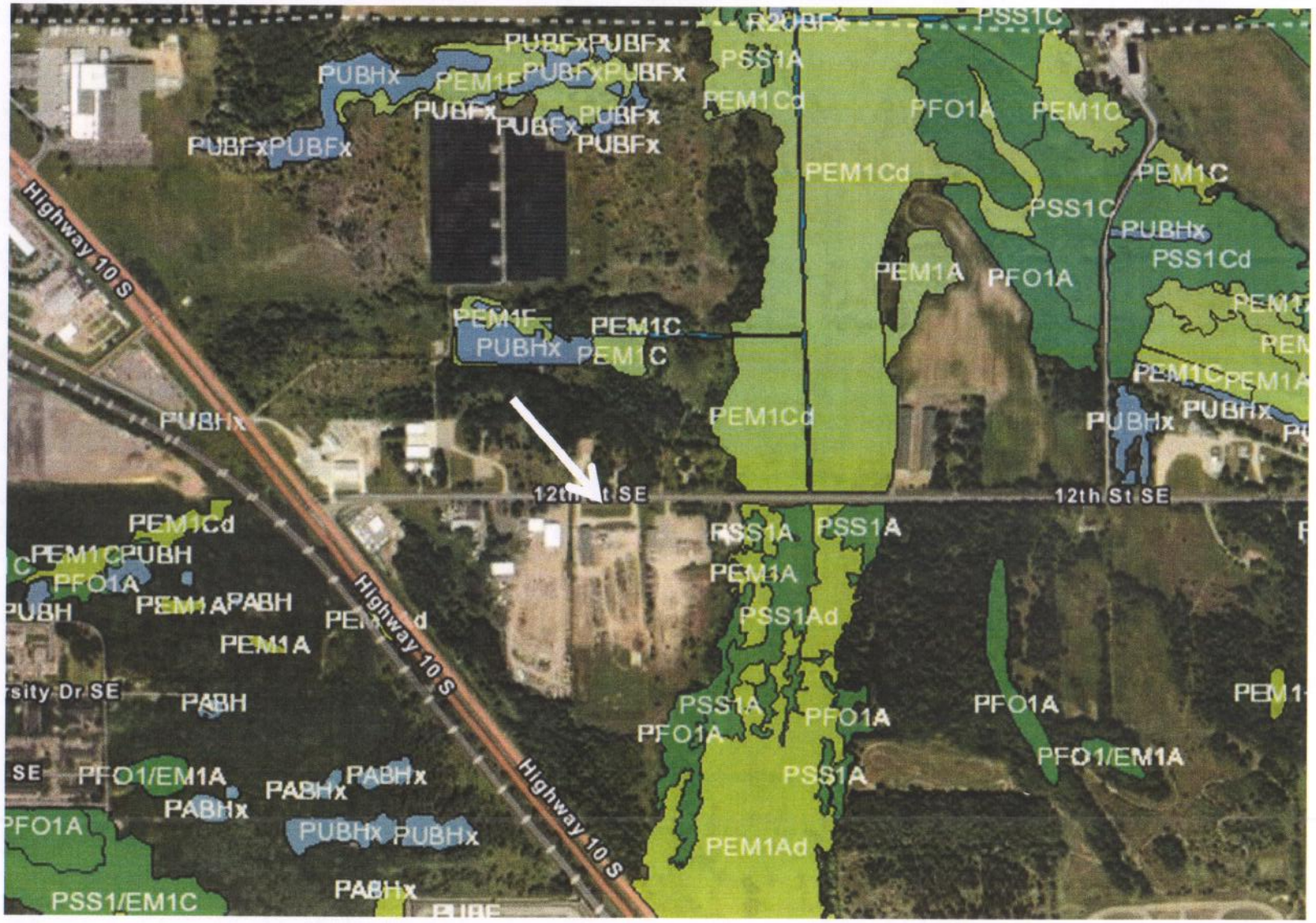


Exhibit F - Signage -



Signage Locations

A) - PROPOSED - 4 ft by 8 ft sign with Business Name

B) Sign on entrance door with 24 hr contact info

Exhibit G - Fencing -

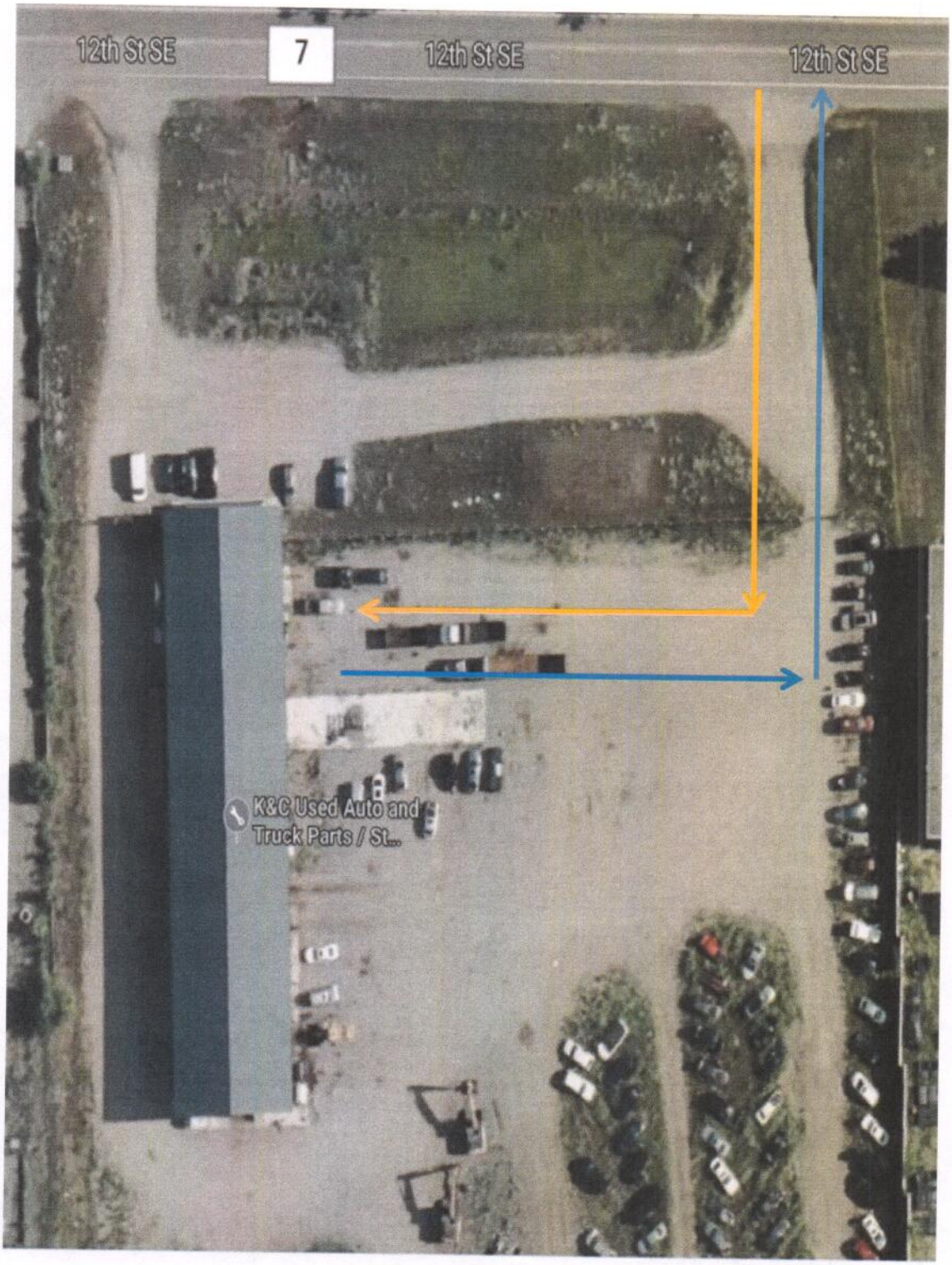


A)
Currently Installed
10 Ft Slat Fence

B)
Currently Installed
10 Ft Fence Gates

C)
- PROPOSED -
10 Ft Fence with
Opaque Slats and
2 Wire Topper

Exhibit H -Traffic Flow - Loading & Unloading



Planning and Zoning Administration
Sherburne County Government Center
13880 Business Center Drive
Suite 100
Elk River, MN 55330-4668
(763) 765-4464
1-800-438-0578

SOLID WASTE FACILITY
SHERBURNE COUNTY LICENSE SWF-32

Import Motors, LLC
DBA – K& C Used Auto and Truck Parts/ St. Cloud U-Pull
2333 12th St SE
St. Cloud, MN 56304

License Issued: May 5, 2026
License Expiration: May 5, 2027

Prepared By:

Sherburne County Zoning Administration Department
13880 Business Center Drive
Elk River, Minnesota 55330

Sherburne County License SWF-32
Import Motors, LLC

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SECTION 1.0 DEFINITIONS

When used in this License the following terms shall have the meaning given to them. Other terms as used herein shall have the meaning given to them in the Ordinance.

1.1 **"ACCEPTABLE WASTE"** in the Import Motors, LLC means "Motor Vehicles" "Parts of Motor Vehicles", "Covered Electronic Devices" and other types of "Recyclable Materials".

1.2 **"AIR CONTAMINANT"** means the presence in the outdoor atmosphere of any dust, fume, mist, smoke, vapor, gas or other gaseous fluid, or particular substance, differing in composition from or exceeding in concentration, the natural components of the atmosphere.

1.3 **"AIR POLLUTION"** means the presence in the outdoor atmosphere of any air contaminant or combination thereof in such quantity, of such nature and duration, and under such conditions as would be injurious to human health or welfare, to animal or plant life, or to property, or to interfere unreasonably with the enjoyment of life or property.

1.4 **"CATHOD-RAY TUBE" OR "CRT"** means a vacuum tube or picture tube used to convert an electronic signal into a visual image.

1.5 **"COMPUTER"** means an electronic, magnetic, optical, electrochemical, or other high speed data processing device performing logical, arithmetic, or storage functions, but does not include an automated typewriter or typesetter, or portable handheld calculator or device, or other similar device.

1.6 **"COMPUTER MONITOR"** means an electronic device that is a cathode-ray tube or flat panel display primarily intended to display information from a central processing unit or the internet. Computer monitor includes a laptop computer.

1.7 **"COVERED ELECTRONIC DEVICE"** means computers, including tablet computers and laptop computers, peripherals, facsimile machines, DVD players, video cassette recorders, and video display devices that are sold to a household by means of retail, wholesale, or electronic commerce.

1.8 **"CLOSURE"** means the physical act of securing, covering, and otherwise closing a terminated licensed Solid Waste Facility, operation, or nonconforming site in accordance with the requirements of the Ordinance to mitigate and abate environmental impacts, public health and safety hazards, and Nuisances; as well as to anticipate and resolve potential future problems.

1.9 **"COUNTY"** means any department or representative of the County of Sherburne, a political subdivision of the State of Minnesota, Government Center, 13880 Business Center Drive, Elk River, Minnesota, 55330, who is authorized by the Ordinance, this License, or otherwise by the County Board to represent the County of Sherburne in the enforcement or administration of the Ordinance or this License.

1.10 **"COUNTY BOARD"** means the Sherburne County Board of Commissioners.

1.11 **"DEPARTMENT"** means the Sherburne County Zoning Administration Department

1.12 **"FACILITY"** means the Import Motors, LLC (K&C Used Auto and Truck Parts / St. Cloud U-Pull), which is defined as a Processing Facility under the Ordinance, and the Processing Facility subject to this License as identified herein.

1.13 **"INDUSTRIAL SOLID WASTE" or "ISW"** means all solid waste generated from an industrial or manufacturing process or solid waste generated from non-manufacturing activities such as service and commercial establishments. Industrial solid waste does not include office materials, restaurant and food preparation waste, discarded machinery, demolition debris, or household refuse.

1.14 **"LICENSEE"** means the landowner, Import Motors, LLC, Facility owner, C Chanthakhammy, Import Motors, LLC, Attn:C. Chanthakhammy), 2333 12th St SE; St. Cloud, MN 56304, 763-258-7011 , Facility operator Import Motors, LLC., Attn: C. Chanthakhammy, 2333 12th St SE; St. Cloud, MN 56304, 763-258-7011 and/or other persons responsible for compliance with the Ordinance.

1.15 **"MAJOR APPLIANCES"** means clothes washers and dryers, dishwashers, hot water heaters, residential furnaces, garbage disposals, trash compactors, conventional and microwave ovens, ranges and stoves, air conditioners, dehumidifiers, refrigerators, and freezers.

1.16 **"MOTOR VEHICLE"** means every vehicle that is self-propelled including, but is not limited to, all-terrain vehicles, buses, motorcycles, passenger cars, recreational vehicles, semi-trucks, snowmobiles, boats and other watercraft, trucks, and vehicles used for racing or demolition derbies.

1.17 **"MPCA"** means the Minnesota Pollution Control Agency.

1.18 **"NUISANCE"** means anything which is injurious to health, indecent, or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.

1.19 **"ORDINANCE"** means the Sherburne County Solid Waste Management Ordinance (Ordinance No. 180), adopted November 16, 2010, as amended.

1.20 **PERIPHERAL"** means a keyboard, printer, or any other device sold exclusively for external use with a computer that provides input or output into or from a computer.

1.21 **"PROCESSED REJECTS"** means the reject material remaining after Acceptable Waste has been received and processed at the Facility.

1.22 **"PROCESSING"** when referring to solid waste, means the treatment of solid waste after collection and before final disposal. Processing includes, but is not limited to: containment, reduction, storage, separation, exchange, physical, chemical or biological modification, and subsequent transfer from one solid waste facility to another.

1.23 "PROCESSING FACILITY" means a site used to process solid waste, including all structures, equipment used to process the waste, storage areas for the incoming waste, and the final product and residuals resulting from the process. Processing facilities includes, but is not limited to wood, electronic, and major appliance recycling facilities and salvage yards.

1.24 "PROPERTY" means the land with a street address of 2333 12th St SE; St. Cloud, MN 56304 and legally described as (**see Exhibit A**). The Property includes the Parcel Identification Numbers of: 25-0006-4106 and 25-00006-4107.

1.25 "RECYCLABLE MATERIALS" means materials, including but not limited to paper, glass, plastics, non-ferrous scrap, steel/iron, , automobile oil, oil filters, automobile antifreeze, windshield wash fluid, brake fluid, hydraulic fluid, tires, catalytic converters and lead acid batteries, that are separated from Solid Waste for the purpose of Recycling.

1.26 "RECYCLING" means the process of collecting, storing and preparing Recyclable Materials and reusing the Materials in their original form, or reusing them in manufacturing processes that do not cause the destruction of the Recyclable Materials in a manner that precludes further use.

1.27 "SALVAGE YARD" shall mean an establishment, place of business, or place of storage or deposit, that is maintained, operated, or used for storing, keeping, buying, or selling scrap, junk, or waste metal, including, but not limited to, automobiles, trucks, tractors, farm equipment, industrial equipment, containers, and appliances, where the total scrap metal stored is greater than nine tons or consists of more than three motor vehicles.

1.28 "SOLID WASTE" means garbage, refuse, sludge, from a water supply treatment plant or air contaminant treatment facility, and other discarded waste materials and sludges, in solid, semi solid, liquid, or contained gaseous form, resulting from industrial, commercial, mining and agricultural operations, and from community activities, but does not include hazardous waste; animal waste used as fertilizer; earthen fill, boulders, rock; sewage sludge; solid or dissolved material in domestic sewage or other common water resources, such as silt, dissolved and suspended solids in industrial waste water effluents or discharges which are point sources subject to permits under section 402 of the federal Water Pollution Control Act, as amended, or its successor, dissolved materials in irrigation return flows; or source, special nuclear, or by-product material as defined by The Atomic Energy Act of 1954, as amended, or its successor.

1.29 "SOLID WASTE FACILITY" means all property, real or personal, including negative and positive easements and water and air rights, that is used for processing, managing, or disposing of solid waste, except property used primarily for the manufacture of metal or paper. The term Solid Waste Facility includes Solid Waste Landfills, Transfer Stations, Incinerators, Energy Recovery Facilities, RDF Processing Facilities, Solid Waste Storage Facilities, Processing Facilities, Composting Facilities, Infectious Waste Facilities, and also includes any other intermediate and final Solid Waste disposal sites and facilities.

1.30 "SOLID WASTE STORAGE" means the holding of Solid Waste for more than 48 hours in quantities equal to or greater than ten cubic yards.

1.31 **"TOWNSHIP"** means Haven Township.

1.32 **"TELEVISION"** means an electronic device that is a cathode-ray tube or flat panel display primarily intended to receive video programming via broadcast, cable, or satellite transmission or video from surveillance or other similar cameras.

1.33 **"UNACCEPTABLE WASTE"** means all other types of solid and liquid waste of any nature, type, or composition other than "Acceptable Waste."

1.34 **"VIDEO DISPLAY DEVICE"** means a television or computer monitor that contains a cathode-ray tube or a flat panel screen that is marketed by manufacturers for use by households. Video display device does not include any of the following:

a. a video display device that is part of a motor vehicle or any component part of a motor vehicle assembled by, or for, a vehicle manufacturer or franchised dealer, including replacement parts for use in a motor vehicle;

b. a video display device, including a touch-screen display, that is functionally or physically part of a larger piece of equipment or is designed and intended for use in an industrial; commercial, including retail; library checkout; traffic control; kiosk; security, other than household security; border control; or medical setting, including diagnostic, monitoring, or control equipment;

c. a video display device that is contained within a clothes washer, clothes dryer, refrigerator, refrigerator and freezer, microwave oven, conventional oven or range, dishwasher, room air conditioner, dehumidifier, or air purifier; or

d. a telephone of any type.

SECTION 2.0 RECITALS

2.1 The County, pursuant to Minnesota Statutes Chapter 400, adopted the Ordinance.

2.2 Pursuant to the Ordinance, the County requires any person or entity operating any Solid Waste Facility to first obtain, and then maintain, a license for the design, construction, and operation of that facility.

2.3 Pursuant to the Ordinance, the Licensee has provided the County with verification that the City has issued necessary land use approvals permitting the operation of the Facility in Haven Township, on parcels 25-00006-4106 and 25-00006-4107 (**as shown on Exhibit B**).

NOW, THEREFORE, the County hereby grants the Licensee, and the Licensee hereby receives, a License for the operation of the Facility on the Property, subject to all the terms and conditions of this License.

SECTION 3.0 APPLICABILITY, LICENSE TERM, AND SIGNIFICANT PERSON(S)

3.1 Applicability.

This License shall apply to the operation of the Facility, the entire Property, the Licensee, and all persons, whether natural or corporate, who own or hold any interest in the Property.

3.2 License Term.

This License shall commence on **May 5, 2026** and shall expire on **May 7, 2027**, unless terminated earlier pursuant to the terms of this License.

3.3 Significant Persons.

A. Facility Operator. The Licensee is responsible for the actual operation of the Facility. The contact person for the Licensee shall be C. Chanthakhammy, Owner, 2333 12th St SE; St. Cloud, MN 56304, 763-258-7011, importparts31@live.com. The Licensee shall promptly notify the County of any substitutions of the person(s) to be notified.

B. Sherburne County Agent. The contact person / agent for the County, for purposes of this License, is the Sherburne County Solid Waste Administrator, Government Center, 13880 Business Center Drive, Elk River, Minnesota 55330, (763) 765-4450.

SECTION 4.0 FACILITY LOCATION, DESIGN AND CONSTRUCTION

4.1 License Documents.

This License authorizes Licensee to construct and operate a Processing Facility within designated locations on the Property. The Facility shall be constructed and operated according to this License and the following documents (the "License Documents"), as may be modified pursuant to Section 4.4 of this License, which are incorporated by reference.

Document ID	Document Name	Prepared By	Document Date
Document A	License Application	C Chanthakhammy	12/11/2025
Document B	Work Plan	C Chanthakhammy	8/12/2025
Document C	ISWMP	MPCA	MPCA Industrial Stormwater Permit Pending

4.2 Compliance with Other Permits, Regulations and Laws.

In addition to this License, the Licensee shall operate the Facility in compliance with the Ordinance, the MPCA Industrial Stormwater Pollution Prevention Plan Permit and all other applicable federal, state and local permits, rules and regulations.

The Licensee shall provide to the Department a copy of any and all communication with other regulatory agencies. It is the intention of this License provision that the Licensee inform the Department of all potential actions that may affect the Licensee's Permit.

4.3 Facility Location.

A. Facility Location. This License authorizes Licensee to operate the Facility, as provided herein, on parcels 25-00006-4106 and 25-00006-4107, as shown on **Exhibit B.**

4.4 License Modification.

A. Minor Modification. Licensee may request that the Department approve changes to the License Documents listed in Section 4.1. A request to modify License Documents may be approved, modified or denied by the Department, unless such request is determined to be a major modification as provided in Section 4.4(B) or the Department determines, in its sole discretion, that the request should be presented to the County Board for approval, denial or modification. The Department will not unreasonably disapprove or unreasonably modify a request to modify License Documents and will respond to Licensee's requests within a reasonable amount of time.

B. Major Modification. Licensee shall not permit any major modification to the Facility without the prior approval of the County Board. A major modification shall include:

1. When the Department determines that a modification, or change to the operation or conditions of a solid waste facility create the potential for significant environmental or public health impact.

2. Any change in the type(s) or quantity(ies) of waste accepted.

3. Any change in the waste management method or addition of a new waste management method used at a site or solid waste facility or change to the closure plan.

SECTION 5.0 FACILITY OPERATION

5.1 Facility Operational Requirements.

The Licensee shall conform to the following operational requirements for the entire Facility:

A. Acceptable Waste. Only Acceptable Waste may be accepted at the Facility, and shall only be stored as depicted in Section 6.1(D) of this License. All other waste materials of any nature or type delivered to or deposited upon the Facility shall be considered Unacceptable Waste. Unacceptable Waste materials may be added to the Acceptable Waste list upon the advance approval by the Department. The Facility may not accept, under any circumstance, any material or item classified as hazardous waste under Minnesota Statutes Section 116.06, as amended, infectious waste, or radioactive waste.

B. Acceptable Waste Storage. Acceptable waste shall be stored in a manner that does not pollute soils or Waters of the State, and additionally shall be stored in a manner that does not inhibit emergency vehicle access.

C. Incoming Waste Inspection. The Licensee shall inspect all solid waste materials delivered to the Facility for Unacceptable Waste.

D. Unacceptable Waste Storage and Removal. All Unacceptable Wastes delivered to or deposited upon the Facility shall be stored in proper containers and otherwise in a Nuisance-free manner that prevents vector problems and aesthetic degradation, and is protective of the State's water, air and land resources. All Unacceptable Waste shall be disposed of at a permitted solid waste facility. All costs and expenses incurred in removing and disposing of Unacceptable Waste from the Facility will be borne solely by the Licensee. If self-hauling, the Licensee must possess a valid Solid Waste Collection and Transportation License. Any private, commercial hauler hired to transport and remove Solid Waste from the Facility shall be licensed through the County.

E. Litter and Other Nuisances. The Facility and Property shall be maintained free of litter, clutter, waste, debris, vermin, and other Nuisances. The Department shall notify the Licensee of any complaints received regarding litter, odor, noise, or other nuisance conditions. The Licensee shall make its best effort to control litter, odor, noise, and other nuisances at all times, and in response to such complaints. The Department may make recommendations regarding possible litter, odor, noise, and other nuisance control methods. If control measures become ineffective for a prolonged period, the parties agree to institute good faith negotiations to correct the problem.

F. Surface Water. The design and operation of the Facility shall not result in any increase of surface water and leachate runoff to adjacent properties. Surface water drainage run-off and run-on shall be diverted away from Solid Waste Storage areas.

G. Soil, Water, and Air Quality. The Licensee shall operate and maintain the Facility to minimize and mitigate releases of contaminants to the soil, groundwater, and air on or near the Property. Licensee shall immediately notify the Department in the event of any release of contaminants, and any proposed mitigation measures to be taken. Copies of all MN State Duty Officer reports shall be provided to the Department.

H. Application, Documents, Report, and Maps. Copies of all applications, documents, reports, and maps which are required to be supplied to the MPCA or other regulatory agencies shall also be simultaneously submitted to the Department.

I. Emergency Notifications. Licensee shall provide and file with the Department, the local fire department, police department, and County Sheriff a 24-hour emergency contact phone number(s) for the Licensee. The number(s) shall be used for notification of the Licensee in case of an emergency regarding the Facility. The Licensee shall also post the 24-hour emergency contact number(s) at the entrance to the

Facility.

J. Sign(s). The Licensee shall maintain a sign stating, at a minimum, the name of the Facility, the hours of operation, and emergency notification pursuant to Section 5.1(H) of this License. The sign(s) shall also comply with all other applicable municipal and/or County Ordinances with regards to area, illumination, placement, and other required information to be displayed.

K. Equipment. All equipment used as part of the Facility operations shall be stored in an orderly and nuisance-free manner. In addition, no other equipment may be stored on the Property which is not used as part of the Facility operations that occur on the Property.

L. Lighting. All lighting shall be installed and employed to avoid light pollution onto adjoining properties.

M. Fire. If a fire occurs at the Facility or on the Property, the Licensee shall notify the County within twenty-four (24) hours of such occurrence.

N. Screening. Licensee shall maintain screening of the Facility. #).

O. Security Fence. The Licensee shall maintain the security fence around the operations of the Facility to provide adequate security.

P. Application, Documents, Report, and Maps. Copies of all applications, documents, reports, and maps which are required to be supplied to the MPCA shall also be simultaneously submitted to the Department.

Q. Closure. Closure shall proceed in accordance with the requirements of the Ordinance, as may be amended, including, and without limitation, the closure requirements in Section 5.8 of the Ordinance. Licensee shall notify the Department in writing at least one month prior to closure.

5.2 Operating Records.

A. Records. Records shall be maintained indicating the type and quantity of Solid Waste passing through the Processing facility, including the following:

1. The total number of tons or quantities of Acceptable Waste by type received;

2. General type or types of Acceptable Waste accepted, passed through, or rejected by the Facility;

3. Origin(s) of Acceptable Waste accepted and disposed;

4. The date and time of delivery; and

5. The hauler(s) that delivered Acceptable Waste to the Facility.

5.3 Reporting.

The Licensee shall submit the following reports to the Department in a timely manner:

A. Quarterly Operating Report. Each quarter, the Licensee shall submit an operating report to the Department on a form prescribed by the Department. Quarterly reports shall be due on the 15th day of April, July, October and January and include the following information for each of the three preceding months:

1. Total tons of Acceptable Waste by type received;

2. Total tons of Acceptable Waste generated within the County by type;

3. Number of incoming loads accepted at the Facility;

4. Number of loads, weight and types of: outgoing processed Acceptable Waste; Unacceptable Waste received and the permitted facility to which those wastes were disposed of; and, Processed Rejects and the permitted facility to which those rejects were disposed of.

5. Other information as requested from time to time by the Department that is required by this Ordinance to be kept by the facility.

5.4 Retention of Documents.

All documents described in Sections 5.1(G) (I), 5.3, 5.4, and 6.1(D) shall be retained by the Licensee for a period of fifteen (15) years regardless of the expiration of any permit or license for the operation of the Facility. Licensee shall provide the County with reasonable access to the records for inspection and copying.

SECTION 6.0 LICENSED SOLID WASTE FACILITIES OPERATION

6.1 Processing Facility.

The Licensee shall conform to the following operational requirements for the Processing Facility:

A. Location and Design. Licensee may operate a Processing Facility on parcel 25-00006-4106 and 25-00006-4107, as shown on **Exhibit A**. The Processing Facility shall be designed, constructed, and operated in accordance with the License Documents.

B. In-Place Capacity. Licensee shall not exceed, at any one time, more than 2,000 Motor Vehicles for processing and storage. Facility storage shall have minimum distances of 20 feet open ground space between vehicle lanes to allow access by emergency vehicles and large equipment, in accordance with the Minnesota State Fire Code. Compacted vehicles shall be stacked in a safe manor at any given time.

C. Processed Rejects. All Processed Rejects generated at the Facility shall be managed and properly

disposed of at a licensed and permitted facility.

SECTION 7.0 FINANCIAL ASSURANCES

7.1 Financial Assurance Criteria.

Licensee shall furnish to the County a bond, letter of credit or cash deposit in the amount of ten thousand thousand dollars ($100,000), and naming the County as obligee. The financial assurance shall be in a form acceptable to the County Attorney and issued by a surety duly licensed and authorized to transact corporate surety business in the State of Minnesota. The conditions of the financial assurance shall be as follows:

A. If Licensee fails to obey any of the requirements or do any of the acts required by this License or the Ordinance in the operation of the Facility, or if, for any reason, Licensee ceases to operate or abandons the Facility, and the County determines that it is necessary to expend any monies or expend and labor or material to remediate conditions at or caused by the Facility or restore the Facility to the condition and requirements as provided by this Ordinance, the obligor and the surety on the financial assurance shall promptly remit to the County the amounts demanded.

B. The obligor and its surety will indemnify and save the County harmless from all losses, costs and charges that may occur to the County because of any defaults of the obligor under the terms of the License to operate, and the ordinances of the County.

C. The financial assurance shall be subject to cancellation by the surety at any time only upon giving 120 days prior written notice of cancellation to the Department.

D. So long as any financial assurance requirements continue to apply to the Facility, failure to provide the County with replacement financial assurance in the form and amount required by this License at least thirty (30) days prior to the cancellation date, shall constitute a violation of the License and shall be grounds for a claim against the current financial assurance in the full amount.

7.2 License Revocation or Facility Closure.

In the event this License is revoked or the Licensee closes operation of the Facility for any reason, including but without limitation, order of the court or other agency of competent jurisdiction, bankruptcy, insolvency, or abandonment, the Licensee shall immediately close the Facility in accordance with Section 5.1(M) of this License. In the event Licensee fails close the Facility as required, the County may, upon ninety (90) days' prior notice to the Licensee, draw on the financial assurance provided, enter onto the Property and perform all such obligations, the costs of which shall be borne by the Licensee and its surety. Any such activity by the County shall not relieve Licensee and its surety from their obligations to indemnify the County.

SECTION 8.0 CHARGES AND FEES

8.1 Charges and Fees.

The Licensee shall make timely payment of all fees and charges pursuant to this License and as otherwise enacted by the County.

A. Annual License Fees. The Licensee shall pay the County the annual license fee by December 31 of each year during the License term for the Processing Facility in the amount set by the County Board.

8.2 Timely Payment of Fees.

Failure of the Licensee to make timely payments of the fees due under this License may result in the suspension of this License, at the discretion of the County, until such sums are paid in full. Further, any late payments shall be subject to an interest rate of ten percent (10%) per annum.

SECTION 9.0 INSURANCE

9.1 Insurance Criteria.

The Licensee shall secure and maintain insurance from an insurance company acceptable to the Department and able to operate in the State of Minnesota which will provide the coverages required by Section 5.10 of the Ordinance and protect the public; the Licensee and its agents and employees; and the County from claims of bodily injury, death or property damage caused by the Facility's operations on the Property. The Licensee shall file a certificate of insurance or a certified copy of the insurance policy with the Department with the County as named insured. Insurance binders are not acceptable as evidence of insurance. The coverage shall be provided in the amounts not less than those specified in this section. Failure to provide insurance shall be grounds for termination of this License.

A. Minimum Limits of Insurance.

1. Commercial General Liability Coverage, and if necessary, Commercial Umbrella Liability:
   - • $2,000,000 per occurrence.
   - • $3,000,000 annual aggregate
   - • $3,000,000 products and completed operations aggregate.
   - • Policy must be written on an occurrence basis.

2. Business Automobile Liability, and if necessary, Commercial Umbrella Liability

   • $1,500,000 on a combined single limit basis.

3. • Policy must be written on an occurrence basis.
   Workers Compensation and Employer's Liability. • Worker's Compensation Coverage limits shall comply with the statutory limits required by the State of Minnesota.
   • Employer's Liability Coverage shall include the following minimum limits:
   - Bodily injury by accident - $500,000 each employee
   - Bodily injury by accident - $1.5 million each accident

- Bodily injury by disease - $500,000 each employee
- Bodily injury by disease - $1.5 million policy limit

4. Pollution Liability Coverage covering the contractor's liability for bodily injury, property damage and environmental damage resulting from pollution and related cleanup costs incurred, all arising out of the work or services to be performed under the contract. Coverage should include work performed on site, as well as during the transport of hazardous materials.
   • $1,000,000 per occurrence.
   • $2,000,000 annual aggregate.

B. Cancellation or Lapse of Coverage. The insurance policy shall contain a clause providing that the insurance company shall give the Department sixty (60) days written notice of a cancellation or lapse of coverage. At least thirty (30) days prior to termination of any such coverage, licensee shall provide the Department with a Certificate of Insurance demonstrating that such coverage will be renewed or replaced upon termination with insurance that complies with the Ordinance and this License.

C. Insurance Limits Review. The insurance limits required by this section may be reviewed if these insurance limits are not reasonable or economically practical. For the purpose of this subsection "economically practical" and "reasonably and economically available" shall be determined by the insurance coverage obtained by the Licensee through Minnesota Joint Underwriters Association or the private insurance market.

D. Workers Compensation. The licensee shall also provide evidence of coverage for workers' compensation as required by Statute. The Licensee further agreed that any students, interns or volunteers under the Licensee's control shall be covered by the insurance listed above.

E. Notification of Claims. The Licensee shall notify the Department in writing immediately of any pending or potential claims against the Licensee which would either materially affect its financial stability or constitute an environmental claim against the Licensee as a result of its operation.

SECTION 10.0 GENERAL CONDITIONS

10.1 Inspection.

By accepting this License, Licensee agrees that the County may enter the Facility and Property for the purpose of: examining and copying, if necessary, records containing information on the types and volumes of materials received, disposed, and marketed; examining and copying, if necessary, records regarding compliance; conducting inspections, surveys, investigations; and obtaining necessary information pertaining to construction, operation, and environmental effects of the Facility, control equipment and control materials. Inspections shall be conducted during normal business hours, except in the case of an emergency. In the case of an emergency, the County will contact the Facility's contact person, if practicable, but in any event, Licensee shall provide the County with access to the facility as soon as is reasonably practicable.

10.2 Licensee Liability.

The Licensee acknowledges that it may be liable for release or threatened release of hazardous substances, pollutants or contaminants from the operation of this Facility pursuant to Minnesota Statutes Section 115B.03, et. seq., as amended.

10.3 Remedial Action.

The Licensee shall be solely responsible for all costs of any remedial actions taken that are necessitated by the release or threatened release of any pollutants, contaminants, or hazardous substances from the Facility. The County and the State of Minnesota shall be held harmless from costs of any remedial actions taken which are necessitated by the release or threatened release of any pollutants, contaminants, or hazardous substances from the Facility. The costs of the remedial action shall include, but are not limited to, consultant's fees and contractor's fees for the clean-up, and any reasonable attorney's fees incurred to enforce this License.

10.4 Change in Ownership or Control.

The Licensee shall immediately notify the Department's designated agent if either the ownership or the control of the Facility changes. If a change of ownership or control occurs, this License is automatically voided and it is incumbent upon the new owner to obtain a separate license from the County before operations may be resumed. The County shall not unreasonably refuse to grant a new license if required because of a change in ownership or control. For purposes of this Section, a change of ownership or control includes, but is not limited to: (a) sale of all or substantially all of the company assets, except those sales in the normal course of business; (b) sale or acquisition of four percent (4%) of the controlling interest (voting) stock if the stock is publicly traded; (c) sale of more than fifty-one percent (51%) of voting stock if it is publicly traded stock or closely held corporation; (d) execution of a management agreement by which control of the corporation is transferred; or, (e) if the company is a closely held corporation, the death of the Chief Executive Officer or the majority stockholder.

10.5 Performance.

The Licensee shall select the means, methods, and manner of performing the services and operations required by this License. Nothing herein is intended, or should be construed in any manner, as creating or establishing the relationship of co-partners between the parties hereto, or as constituting the Licensee and the employees and agents of the Licensee as the agents, representatives, or employees of the County for any purpose or in any manner whatsoever. The Licensee is to be and shall remain a Licensee with respect to all the services performed under this License. Any and all personnel of the Licensee, or other persons while engaged in the performance of any work or services required by the Licensee under this License, shall have no contractual or employment relationship with the County. Any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel, arising out of employment or alleged employment, including without limitation, claims of discrimination against the Licensee, its officers, agents, contractors, or employees, shall be the sole responsibility and liability of the Licensee.

10.6 Right to Require Performance.

The failure of the County, at any time, to require performance by the Licensee of any provisions hereof shall in no way effect the right of the County thereafter to enforce the same. Any waiver by the County of any breach of any provision hereof shall not be a waiver of any provision itself.

10.7 Operating Statement.

If the Licensee defaults under the terms of this License, the Licensee shall furnish to the Department, upon demand, a copy of the Licensee's current operating statement for processing operations which is maintained in the ordinary course of the Licensee's business. An unaudited operating statement shall suffice for purposes of this Section only.

10.8 Indemnification.

The Licensee and all Property Owners agree to indemnify and hold harmless the County and its agents, employees, and contractor from and against all claims, damages, losses, and expenses, including reasonable attorneys' fees and consultants' fees, arising out of the operation of the Facility and the License which is issued pursuant to the terms of this License, including, without limitation, claims for bodily injury, illness, death, and property damage including environmental damages, and the loss of use of the Property where caused, in whole or in part ,by the Licensee or any subcontractor, employee, or agent of the Licensee, or any other person, for whose acts the Licensee or the subcontractor may be liable. The County is not indemnified herein for damages arising or caused by its own negligent acts or omissions or that of the County's employees, agents, contractors and representatives to the extent arising from or caused by the County's own negligent acts or omissions. This clause shall survive the expiration of this License.

10.9 Severable Provisions.

It is hereby declared to be the intention that the sections, paragraphs, sentences, clauses and phrases of this License are severable, and if any phrase, clause, sentence, paragraph or section of this License shall be declared unconstitutional, invalid or unenforceable, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this License.

10.10 Alteration.

The Licensee shall give advance notice to the Department as soon as possible of planned physical alterations or additions to the Facility or activity that may result in noncompliance with a Minnesota or federal pollution control statute or rule or conditions in the facility's MPCA permit or this License.

10.11 Modification.

This License shall not be considered modified, altered, changed or amended in any respect without the

prior approval of the County Board.

10.12 Valid and Binding.

This License is not valid and binding until authorized and approved by the County Board. If so approved, this License is a valid and binding obligation of the Licensee and the County.

10.13 No Third Party Beneficiaries.

This License is intended for the benefit of the parties to this License only. Nothing contained herein shall be interpreted or construed to create a cause of action or right of any kind or nature in any third party.

10.14 Data Practices.

For the purposes of this License, all data collected, created, received, maintained, and disseminated by the County shall be governed by the Minnesota Government Data Practices Act ("MGDPA"), Minnesota Statutes Chapter 13, and the Minnesota Rules implementing the MGDPA now in force or hereafter adopted, as well as any applicable federal rules and laws on data privacy. If the Licensee believes that any data or information it provides the County pursuant to this License is protected from further disclosure by the MGPDA as a trade secret or otherwise, it is incumbent upon the Licensee, when providing this information to the County, to (i) designate which specific items of data or information it believes is protected against further disclosures, and (ii) the specific statutory or other legal authority upon which it bases its conclusion. The County's Agent shall also serve as the County's designated authority for purposes of the MGDPA under this License.

SECTION 11.0 VIOLATIONS OF LICENSE

11.1 Violations.

If Licensee is found to be in violation of its License and/or the Ordinance, the County may take any and all actions available to it by Ordinance and law, including, without limitation, the following actions: issuance of a warning letter; issuance of a notice of violation; suspension or revocation of a license issued under the Ordinance; and/or commencement of other civil proceedings. These actions shall not be deemed to be progressive and the County may take any or all such actions in its discretion.

A. Warning Notice. The Department may issue a warning notice as defined in the Ordinance to any person or landowner alleged to have committed a violation of the Ordinance or this License. A warning notice shall serve to place the person on notice that compliance with specified Ordinance requirements shall occur to avoid additional enforcement actions. A warning notice may be in the form of an inspection report for the Facility. A warning notice may be served in person or by certified mail. The Department is not required to issue a warning notice before the County proceeds with other enforcement action.

B. Notice of Violation. The Department may issue a notice of violation (NOV) as defined in the Ordinance

to any person or landowner alleged to have committed a violation of this Ordinance or this License. A NOV shall serve to place the landowner and the person alleged to have committed a violation on notice that compliance with specified Ordinance requirements shall occur to avoid additional enforcement actions. The NOV may be served in person or by certified mail. The Department is not required to issue a NOV before the County proceeds with other enforcement action.

C. License Suspensions.

1. This License, required under the Ordinance, may be suspended by the County Board for violation of any provision of the Ordinance. Upon written notice to the Licensee this License may be suspended by the County Board for a period not longer than sixty (60) days or until the violation is corrected, whichever is shorter.

2. Such suspension shall not occur earlier than ten working days after written notice of suspension by the County Board has been served on the Licensee, unless the Department determines that the public health, safety or welfare imperatively requires emergency action, in which case the Department may issue notice of an immediate emergency suspension of the License. Notice to the Licensee shall be served personally or by registered or certified mail at the address designated in the License. Such written notice of suspension shall contain the effective date of the suspension, the nature of the violation or violations constituting the basis for the suspension, the facts which support the conclusion that a violation or violations has occurred, and a statement that if the Licensee desires to appeal, the Licensee shall deliver to the Department, within ten (10) calendar days, exclusive of the day of service, a request for an appeal hearing before the County Board. The hearing request shall be in writing stating the grounds for appeal and served personally or by certified mail on the Department no later than the close of regular County business hours on the 10th calendar day following service. Following receipt of a request for a hearing, the County Board shall set a time and place for the hearing to be held. An emergency suspension shall not be stayed pending an appeal to the County Board, but shall be subject to dismissal upon a favorable re-inspection by the Department or favorable appeal to the County Board.

3. Continued Suspension. If said suspension is upheld and/or the Licensee has not demonstrated within the sixty (60) day period that the provisions of the Ordinance have been complied with, the Department may serve one or more notices of continued suspension for periods of up to sixty (60) additional days and/or initiate revocation procedures.

D. Suspension Re-inspections. Upon written notification from the Licensee that all violations for which a suspension was invoked have been corrected and abated, the Department shall re-inspect the Facility within a reasonable time thereafter. If the Department finds upon such re-inspection that the violations constituting the grounds for the suspension have been corrected and abated, the Department shall file a written report to that effect and provide a copy of that report to the Licensee, the County Board, and the County Attorney's Office. The County Board shall make a determination at its next regularly-scheduled Board meeting whether the violations have been corrected and abated and, as a result, whether the License should be reinstated.

E. License Revocation.

1. This License, granted pursuant to the Ordinance, may be revoked by the County Board for violation of any provision of the Ordinance or any provision of the License.

2. Prior to revocation, the Licensee shall be served with a written notice of license revocation prepared by the Department and served on the Licensee personally or by certified mail at the address designated in the License. Such written notice of revocation shall contain the effective date of the revocation, the nature of the violation or violations constituting the basis for the revocation, and the facts which support the conclusion that a violation or violations has occurred. If the Licensee desires to contest the License revocation, the Licensee, within 10 calendar days of being served with the aforementioned written notice of license revocation, shall deliver to the Department, a written request for a hearing. The hearing request shall be in writing stating the grounds for appeal and served personally or by certified mail on the Department, no later than the close of regular County business hours on the 10th calendar day following service. Following the Department's receipt of a request for a hearing, the County Board shall set a time and a place for a public hearing to be held.

F. Commencement of a Civil Court Action. In the event of a violation or a threat of violation of the Ordinance or this License, the County Attorney may also institute other appropriate civil actions or proceedings in any court of competent jurisdiction, including requesting injunctive relief, to prevent, restrain, correct or abate such violations or threatened violations. The County may recover all costs, including reasonable attorney's fees, incurred for enforcement of the Ordinance or License through a civil action. If a property owner does not complete the corrective actions within the timelines in a court order, the Department may correct the violations and the Department has the authority to enter the property and perform the corrective actions. The Department may recover the costs of the same from the property owner through the court process or through the process set out in Section 21.2(D) of the Ordinance.

G. Status of Financial Assurance. Financial Assurance issued for the Facility shall remain in full force and effect during all periods of suspension, emergency suspension, and revocation of the License and is subject to claim by the County in accordance with Section 7.0 of this License.

SECTION 12.0 LICENSE AUTHORIZATION

Sherburne County Board of Commissioners:

Raeanne Danielowski
Raeanne Danielowski (May 5, 2026 17:20:00 CDT)

Raeanne Danielowski
County Board Chairperson

Attested:

Bruce Messelt

Bruce Messelt
County Administrator

Approved as to Form:

Dawn R. Nyhus
Dawn R. Nyhus (May 5, 2026 15:21:55 CDT)

Dawn Nyhus
Sherburne County Attorney

Sherburne County
13880 Business Center Drive
Elk River, MN 55330

05/13/2026
Transaction Number: 273527
Cashier: FULLERJC
Department: Zoning
Drawer Number: 5

Payer Number:
Name: K & C Foreign Auto Parts LLC
Address:Solid Waste Licence Fee
DBA K & C Recycling

Receipt Types			Amount	Tax	Total
					$750.00
ZO	Zoning	Rec#:79407			
21-391-000-0000-5115	Fees - Licenses		$750.00	Tax Included	
					$750.00
					$750.00

Amount Tendered: Checks: Doc #:8218

Check Total:	$750.00
E-Check:	
Cash:	
ACH Payment:	
Credit Card:	
No Fee:	
	$750.00
Change:	$0.00
	$750.00

K&C Foreign Auto Parts LLC
DBA K&C Auto Parts & Frenchie's Metal
5/9/26 – 5/9/27

Commercial Package Policy – Secura Insurance Co **$ 9,112.07**
Property – Special Form, 80% Coinsurance, $25,000 Deductible

Location 2 - 2333 12th Street SE, Saint Cloud, MN 56304
$1,600,000 Building
$300,000 Business Personal Property
$300,000 Business Income – 1/6th Monthly Limit of Indemnity

Location 3 – 285 Flying Cloud, Chaska, MN 55318

General Liability **$ 3,014.00**

General Aggregate	$2,000,000
Products / Completed Operations Aggregate	$2,000,000
Each Occurrence	$1,000,000
Personal and Advertising Injury	$1,000,000
Fire Damage (Any One Fire)	$100,000
Medical Expense (Any One Person)	$10,000

Exposures & Location

Loc #	Class Code	Classification	Exposure
1	91190	Automobile Dismantling	$130,000 (P)
2	91190	Automobile Dismantling	$130,000 (P)

Commercial Auto **$10,873.00**

Bodily Injury & Property Damage Liability	$1,000,000
Uninsured Motorists - Each Accident	$1,000,000
Personal Injury Protection	Included
Comprehensive	$1,000
Collision	$1,000
Hired / Borrowed Auto Liability	Included
Non-owned Auto Liability	Included

Vehicle			Comp Ded	Coll Ded
1	1995 Great Dane Trailer	1GRER9629SS102645	$1,000	$1,000
2	1995 Great Dane Trailer	1GRER9622SS053045	$1,000	$1,000
3	2008 Freightliner M2	1FVHCYBS88DAC1368	$1,000	$1,000
4	1989 Peterbilt DS999	D265165GL	$1,000	$1,000
5	1989 Peterbilt 377 B Model	1XPCDB9X7KN269467	$1,000	$1,000
6	2004 Int'l 4000	1HTMMAAL54H658069	$1,000	$1,000
7	2002 Int'l 4000	1HTMAAN22H509049	$1,000	$1,000
8	2004 Int'l 4000	1HTMAAN74H651111	$1,000	$1,000

Drivers: Brandon Monnier, Bruce Melchert, Edinsson Guzman Trivino & Victo Victorino Sanchez

Equipment Floater – $5,000 Deductible 2012 Case CX 210B #NCSAH4350 2016 SAS Extreme Auto Processor 2014 Case Loader 721FXE #NEF221291 2015 Case Processor CX-210C Excavator 2020 BenPak 2-Post Asymmetric Lifts		**$ 2,977.00**
Employment Practices Liability $100,000 Limit, $5,000 Deductible		**$ 270.00**
Cyber Security $50,000 Limit, $1,000 Deductible – see policy for sublimits		**$ 21.00**
	Package/Auto Premium	**$26,457.07**
Workers' Compensation $1,000,000/$1,000,000/$1,000,000 Experience Mod = .92 3821 Auto Recycling $159,600 Payroll 8036 Auto Parts $113,940		**$11,576.00**
Commercial Umbrella $1,000,000 Limit $10,000 Self Insured Retention (Deductible)		**$ 3,402.00**
Pollution Liability – Westchester Insurance Company $2,000,000 Policy Aggregate $1,000,000 Each Pollution Condition $10,000 Deductible		**$ 5,468.00**
	Total	**$46,903.07**

SECURA INSURANCE COMPANIES
PO Box 819
Appleton, WI 54912-0819
(920) 739-3161

SECURA Insurance Company

COMMERCIAL AUTOMOBILE POLICY

DECLARATION

POLICY NO. 20-A-003460320-0

ACCOUNT NUMBER: 5219494

NAMED INSURED AND MAILING ADDRESS

K & C FOREIGN AUTO PARTS LLC
PO BOX 246
ROCKVILLE, MN 56369

AGENCY AND MAILING ADDRESS 221256

HUB INT'L GREAT PLAINS
PARKWAY #100
6500 CITY WEST
EDEN PRAIRIE, MN 55305

(952) 944-2929

POLICY PERIOD: FROM 05/09/2026 TO 05/09/2027 AT 12:01 AM STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

ITEM ONE

THE NAMED INSURED IS: Limited Liability Company (LLC)

BUSINESS DESCRIPTION: Automobile Dismantling

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

ITEM TWO – SCHEDULE OF COVERAGES AND COVERED AUTOS

This policy provides only those coverages where a charge is shown in the premium column below. Each of these coverages will apply only to those "autos" shown as covered "autos". **"Autos" are shown as covered "autos" for a particular coverage by the entry of one or more of the symbols from the Covered Autos section of the Business Auto Coverage Form next to the name of the coverage.**

COVERED AUTOS SYMBOLS	COVERAGES	LIMITS	PREMIUM
1	Covered Autos Liability	$1,000,000 Each Accident See Item Four For Hired Borrowed Auto See Item Five For Non Owned Liability	$ 6,353
5	Personal Injury Protection - PIP (Or Equivalent No-Fault Coverage)	Separately Stated In Each PIP Endorsement Minus Deductible	$ 100
	Added Personal Injury Protection (Or Equivalent Added No-Fault Coverage)	Separately Stated In Each Added PIP Endorsement	$
	Auto Medical Payments	$ Each Insured	$
6	Uninsured Motorists - UM	$1,000,000 Each Accident	$ 66
6	Underinsured Motorists - UIM	$1,000,000 Each Accident	$ 180

SECURA Insurance Company

COMMERCIAL AUTOMOBILE POLICY

DECLARATION

POLICY NO. 20-A-003460320-0
INSURED: K & C FOREIGN AUTO PARTS LLC

EFFECTIVE DATE: 05/09/2026
AGENT: HUB INT'L GREAT PLAINS

COVERED AUTOS SYMBOLS	COVERAGES	LIMITS	PREMIUM
7, 8	Physical Damage: Comprehensive Coverage	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Deductible For Each Covered Auto (See Item Three), But No Deductible Applies To Loss Caused By Fire Or Lightning. See Item Four for Hired or Borrowed Autos.	$ 1,269
	Physical Damage: Specified Causes Of Loss Coverage	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Deductible For Each Covered Auto (See Item Three) For Loss Caused By Mischief Or Vandalism. See Item Four for Hired or Borrowed Autos.	$
7, 8	Physical Damage: Collision Coverage	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Deductible For Each Covered Auto (See Item Three). See Item Four for Hired or Borrowed Autos.	$ 2,665
	Physical Damage: Towing And Labor	See Item Three	$
		PREMIUM FOR ENDORSEMENTS	$ 240
		ESTIMATED POLICY PREMIUM	$ 10,873.00
		*This policy may be subject to final audit	

This is not a bill - Invoice to follow.
Total premium is payable in monthly installments.

FORMS AND ENDORSEMENTS
APPLYING TO THIS COVERAGE PART AND MADE PART OF THIS POLICY AT TIME OF ISSUE:
See Forms Schedule

NOTE: IF NO ENTRY APPEARS ON THE ABOVE ENDORSEMENTS, INFORMATION REQUIRED TO COMPLETE THE FORM WILL BE SHOWN ON THE SUPPLEMENTAL FORM DECLARATION IMMEDIATELY FOLLOWING THE APPLICABLE ENDORSEMENT.

SECURA Insurance Company

COMMERCIAL AUTOMOBILE POLICY

DECLARATION

POLICY NO. 20-A-003460320-0
INSURED: K & C FOREIGN AUTO PARTS LLC

EFFECTIVE DATE: 05/09/2026
AGENT: HUB INT'L GREAT PLAINS

ITEM THREE - SCHEDULE OF COVERED AUTOS YOU OWN

NO	*KEY	TYPE	YEAR/MAKE/MODEL
1		Trucks, Tractors and Trailers	1995 Great Dane Trailer
2		Trucks, Tractors and Trailers	1995 Great Dane Trailer
3		Trucks, Tractors and Trailers	2008 FREIGHTLINER 6x4 M2 Series 106" BBC Conv Chs-Cab w/Air Brakes
4		Trucks, Tractors and Trailers	1989 Peterbilt DS999
5		Trucks, Tractors and Trailers	1989 PETERBILT 6x4 122.6" BBC Alum Conv (FG Hood & Fenders) Non-S
6		Trucks, Tractors and Trailers	2004 INT'L 4x2 4000 Series 107" BBC Steel (FG Hood & Fender)
7		Trucks, Tractors and Trailers	2002 INT'L 4x2 4000 Series 107" BBC Steel (FG Hood & Fender)
8		Trucks, Tractors and Trailers	2004 INT'L 4x2 4000 Series 107" BBC Steel (FG Hood & Fender)

NO	VIN/SERIAL	ST	TERR	ZONE ORG	ZONE DEST	CLASS	SIZE/SEAT
1	1GRER9629SS102645	MN	123			68499	Trailers
2	1GRER9622SS053045	MN	123			68499	Trailers
3	1FVHCYBS88DAC1368	MN	123			40451	Extra-Heavy Trucks
4	D265165GL	MN	123			31451	Heavy Trucks
5	1XPCDB9X7KN269467	MN	123			50451	Extra-Heavy Truck-Tractors
6	1HTMMAAL54H658069	MN	123			31451	Heavy Trucks
7	1HTMMAAN22H509049	MN	123			21451	Medium Trucks
8	1HTMMAAN74H651111	MN	123			31451	Heavy Trucks

NO	RADIUS	USE	INDUSTRY	***USED FOR TNS AND/OR DELIVERY
1	Local(Up To 50 Miles)		Not Otherwise Specified	
2	Local(Up To 50 Miles)		Not Otherwise Specified	
3	Local(Up To 50 Miles)		Waste Disposal	
4	Local(Up To 50 Miles)	Service	Waste Disposal	
5	Local(Up To 50 Miles)		Waste Disposal	
6	Local(Up To 50 Miles)	Service	Waste Disposal	
7	Local(Up To 50 Miles)	Service	Waste Disposal	
8	Local(Up To 50 Miles)	Service	Waste Disposal	

SECURA Insurance Company

COMMERCIAL AUTOMOBILE POLICY

DECLARATION

POLICY NO. 20-A-003460320-0
INSURED: K & C FOREIGN AUTO PARTS LLC

EFFECTIVE DATE: 05/09/2026
AGENT: HUB INT'L GREAT PLAINS

NO	COVERED AUTOS LIABILITY				PIP		ADDED PIP	
	LIMIT	DED	DED TYPE	PREM	LIMIT	PREM	LIMIT	PREM
1	$1,000,000	$0	Liability	$62	View Form	$2	N/A	$0
2	$1,000,000	$0	Liability	$62	View Form	$2	N/A	$0
3	$1,000,000	$0	Liability	$1,584	View Form	$16	N/A	$0
4	$1,000,000	$0	Liability	$614	View Form	$16	N/A	$0
5	$1,000,000	$0	Liability	$1,520	View Form	$16	N/A	$0
6	$1,000,000	$0	Liability	$767	View Form	$16	N/A	$0
7	$1,000,000	$0	Liability	$784	View Form	$16	N/A	$0
8	$1,000,000	$0	Liability	$767	View Form	$16	N/A	$0

NO	**MED PAY		UM		UMPD		UIM		UIMPD	
	LIMIT	PREM	LIMIT	PREM	LIMIT	PREM	LIMIT	PREM	LIMIT	PREM
1	$0	$0	$1,000,000	$0	$0	$0	$1,000,000	$0	$0	$0
2	$0	$0	$1,000,000	$0	$0	$0	$1,000,000	$0	$0	$0
3	$0	$0	$1,000,000	$11	$0	$0	$1,000,000	$30	$0	$0
4	$0	$0	$1,000,000	$11	$0	$0	$1,000,000	$30	$0	$0
5	$0	$0	$1,000,000	$11	$0	$0	$1,000,000	$30	$0	$0
6	$0	$0	$1,000,000	$11	$0	$0	$1,000,000	$30	$0	$0
7	$0	$0	$1,000,000	$11	$0	$0	$1,000,000	$30	$0	$0
8	$0	$0	$1,000,000	$11	$0	$0	$1,000,000	$30	$0	$0

NO	COST NEW	STATED AMT	OTC			COLLISION	
			COVERAGE	DED	PREM	DED	PREM
1	$38,000	$0	Comprehensive	$1,000	$53	$1,000	$231
2	$38,000	$0	Comprehensive	$1,000	$53	$1,000	$231
3	$125,389	$0	Comprehensive	$1,000	$383	$1,000	$846
4	$26,000	$0	Comprehensive	$1,000	$68	$1,000	$84
5	$83,570	$0	Comprehensive	$1,000	$176	$1,000	$455
6	$74,122	$0	Comprehensive	$1,000	$178	$1,000	$296
7	$71,596	$0	Comprehensive	$1,000	$180	$1,000	$226
8	$74,122	$0	Comprehensive	$1,000	$178	$1,000	$296

NO	TOWING		AUDIO		TAPE	UNIT PREM	STATE FEES	TOTAL AMOUNT
	LIMIT	PREM	LIMIT	PREM	PREM			
1	$0	$0	$0	$0	$0	$348	$0.00	$348.00
2	$0	$0	$0	$0	$0	$348	$0.00	$348.00
3	$0	$0	$0	$0	$0	$2,870	$0.00	$2,870.00
4	$0	$0	$0	$0	$0	$823	$0.00	$823.00
5	$0	$0	$0	$0	$0	$2,208	$0.00	$2,208.00
6	$0	$0	$0	$0	$0	$1,298	$0.00	$1,298.00
7	$0	$0	$0	$0	$0	$1,247	$0.00	$1,247.00
8	$0	$0	$0	$0	$0	$1,298	$0.00	$1,298.00

*KEY: "A" = Add, "D" = Delete, "M" = Modify. **MED PAY = Extraordinary Medical Benefits in Pennsylvania ***USED FOR TNS AND/OR DELIVERY:"D" = Delivery, "T" = Transportation Network, "B" = Both Delivery Option and Transportation Network

SECURA Insurance Company

COMMERCIAL AUTOMOBILE POLICY

DECLARATION

POLICY NO. 20-A-003460320-0
INSURED: K & C FOREIGN AUTO PARTS LLC

EFFECTIVE DATE: 05/09/2026
AGENT: HUB INT'L GREAT PLAINS

ITEM FOUR – SCHEDULE OF HIRED OR BORROWED COVERED AUTO COVERAGE AND PREMIUMS.

COVERED AUTOS LIABILITY COVERAGE – COST OF HIRE RATING BASIS FOR AUTOS NOT USED IN YOUR MOTOR CARRIER OPERATIONS (OTHER THAN MOBILE OR FARM EQUIPMENT)

STATE	COVERED AUTOS LIABILITY COVERAGE	ESTIMATED ANNUAL COST OF HIRE FOR EACH STATE	LIMIT	DEDUCTIBLE	PREMIUM
MN	Excess Liability	$ 5,000	$ 1,000,000	$	$ 76
				Total Hired Auto Premium	$ 76

For "autos" **NOT** used in your motor carrier operations, cost of hire means the total amount you incur for the hire of "autos" you don't own (not including "autos" you borrow or rent from your partners or "employees" or their family members). Cost of hire does not include charges for services performed by motor carriers of property or passengers.

COVERAGE TYPE	BALANCE TO MINIMUM PREMIUM
Cost Of Hire Rating Basis For Autos Not Used In Your Motor Carrier Operations (Other Than Mobile Or Farm Equipment)	$ 7
Total Balance to Minimum Premium	$ 7

ITEM FIVE – SCHEDULE FOR NON-OWNERSHIP COVERED AUTOS LIABILITY

STATE: MN

NAMED INSURED'S BUSINESS	RATING BASIS	NUMBER	LIMIT	DEDUCTIBLE	PREMIUM
Other than Garage Service Operations, Social Service Agencies and Educational Institutions and Commercial Driving Schools	Number of Employees	10	$ 1,000,000	$	$ 110
				Total Premium	$ 110

THESE DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND ENDORSEMENTS, AND SUPPLEMENTAL FORM DECLARATION(S), IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

SECURA INSURANCE COMPANIES
PO Box 819
Appleton, WI 54912-0819
(920) 739-3161

COMMERCIAL LINES INSURANCE PROVISIONS

This information page with "Policy Provisions" completes the below numbered

Company: SECURA Insurance Company

Policy Number: 20-A-003460320-0	Account Number: 5219494
Renewal of :	

Named Insured and Mailing Address

K & C FOREIGN AUTO PARTS LLC
PO BOX 246
ROCKVILLE, MN 56369

Producer and Mailing Address

HUB INT'L GREAT PLAINS
PARKWAY #100
6500 CITY WEST
EDEN PRAIRIE, MN 55305

OFFICER SIGNATURE PAGE

In Witness Whereof, we have caused this policy to be executed and attested. If required by statute, it is countersigned by our authorized representative.

Secretary

President and CEO

SECURA INSURANCE COMPANIES
PO Box 819
Appleton, WI 54912-0819
(920) 739-3161

SECURA Insurance Company

COMMERCIAL UMBRELLA POLICY

DECLARATIONS

POLICY NO. 20-CU-003460322-0

ACCOUNT NUMBER: 5219494

NAMED INSURED AND MAILING ADDRESS

K & C FOREIGN AUTO PARTS LLC
PO BOX 246
ROCKVILLE, MN 56369

AGENCY AND MAILING ADDRESS 221256

HUB INT'L GREAT PLAINS
PARKWAY #100
6500 CITY WEST
EDEN PRAIRIE, MN 55305

(952) 944-2929

POLICY PERIOD: FROM 05/09/2026 TO 05/09/2027 AT 12:01 AM STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

THE NAMED INSURED IS: Limited Liability Company (LLC)

BUSINESS DESCRIPTION: Automobile Dismantling

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

RETAINED LIMIT		
Self Insured Retention	$	10,000

UMBRELLA COVERAGE		
LIMITS OF INSURANCE		
Each Occurrence Limit (Liability Coverages)	$	1,000,000
Personal And Advertising Injury Limit	$	1,000,000
Aggregate Limit (Liability Coverages) (except with respect to "covered autos")	$	1,000,000
Other:		

TERRORISM COVERAGE IS ACCEPTED . ANNUAL CHARGE IS $ 20

PREMIUM		
POLICY PREMIUM (non-auditable)	$	3,402

This is not a bill - Invoice to follow.
Total premium is payable in monthly installments.

SECURA Insurance Company

COMMERCIAL UMBRELLA POLICY

DECLARATIONS

POLICY NO. 20-CU-003460322-0
INSURED: K & C FOREIGN AUTO PARTS LLC

EFFECTIVE DATE: 05/09/2026
AGENCY: HUB INT'L GREAT PLAINS

FORMS AND ENDORSEMENTS
APPLYING TO THIS COVERAGE PART AND MADE PART OF THIS POLICY AT TIME OF ISSUE:
See Forms Schedule
NOTE: IF NO ENTRY APPEARS ON THE ABOVE ENDORSEMENTS, INFORMATION REQUIRED TO COMPLETE THE FORM WILL BE SHOWN ON THE SUPPLEMENTAL IMMEDIATELY FOLLOWING THE APPLICABLE ENDORSEMENT.

SCHEDULE OF UNDERLYING INSURANCE

Commercial General Liability Underlying Information **Company:** SECURA Insurance Company	**Policy Number:** 20-CP-003460310-0
Each Occurrence Limit	$ 1,000,000
General Aggregate Limit	$ 2,000,000
Products-Completed Operations Aggregate Limit	$ 2,000,000
Personal And Advertising Injury Limit	$ 1,000,000
Other Coverages	

Commercial Auto Liability Underlying Information **Company:** SECURA Insurance Company	**Policy Number:** 20-A-003460320-0
Each Accident Limit	$ 1,000,000
Other Coverages	

Employers Liability Underlying Information **Company:** SECURA Insurance Company	**Policy Number:** 20-WC-003460321-0
Bodily Injury By Accident – Each Accident	$ 1,000,000
Bodily Injury By Disease – Each Employee	$ 1,000,000
Bodily Injury By Disease – Policy Limit	$ 1,000,000
Note: If you have any employee exposure in the State of New York, the Employers Liability limits are applicable only to bodily injury to your "non-subject employees" as defined under rule VIII – Limits of Liability, A.2. of the *New York Workers Compensation And Employers Liability Manual.*	

THESE DECLARATIONS, IF APPLICABLE, TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE FORM(S) AND ENDORSEMENTS, AND SUPPLEMENTAL FORM DECLARATION(S), IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

SECURA INSURANCE COMPANIES
PO Box 819
Appleton, WI 54912-0819
(920) 739-3161

COMMERCIAL LINES INSURANCE PROVISIONS

This information page with "Policy Provisions" completes the below numbered

Company: SECURA Insurance Company

Policy Number: 20-CU-003460322-0	Account Number: 5219494
Renewal of :	

Named Insured and Mailing Address

K & C FOREIGN AUTO PARTS LLC
PO BOX 246
ROCKVILLE, MN 56369

Producer and Mailing Address

HUB INT'L GREAT PLAINS
PARKWAY #100
6500 CITY WEST
EDEN PRAIRIE, MN 55305

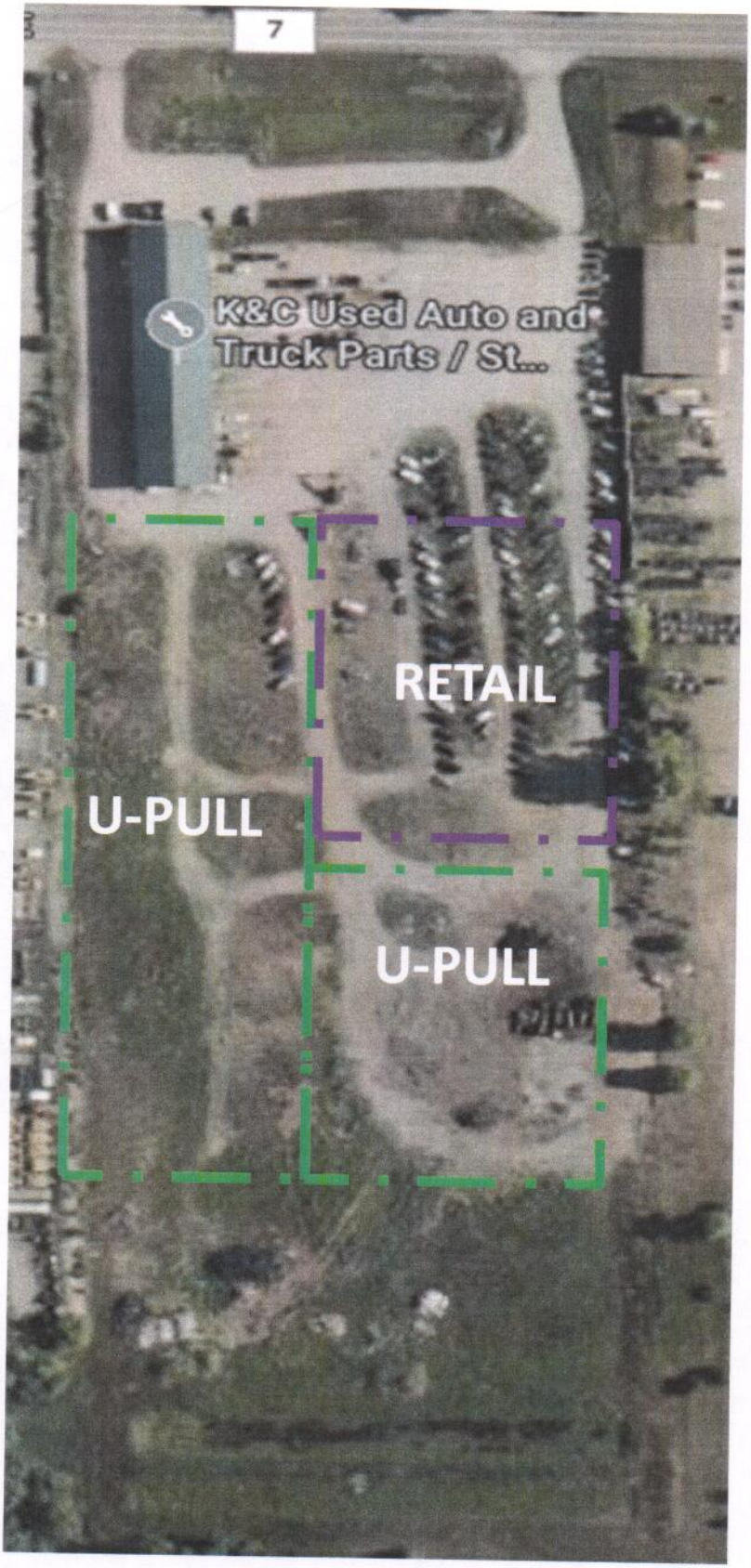
OFFICER SIGNATURE PAGE

In Witness Whereof, we have caused this policy to be executed and attested. If required by statute, it is countersigned by our authorized representative.

Secretary

President and CEO

Exhibit L - Vehicle Arrangement



RETAIL Area
Vehicles with higher Value

U-Pull Area
Vehicles for Client parts pulling

There will no stacking of Vehicles

From: Minnesota Association of Townships info-mntownships.org@shared1.ccsend.com
Subject: Invitation: MAT District 7 Meeting and Election Notice
Date: Jul 2, 2026 at 12:16:53 PM
To: Tammy Schefers clerk@haventwp.org

Minnesota Association of Townships
District 7 Meeting and Election Notice

August 6, 2026

For Township Officers in Anoka, Chisago, Hennepin, Isanti, Kanabec, Pine, Ramsey, Sherburne, Washington, and Wright Counties

You're invited to attend your MAT District 7 Meeting.
District Meetings are one of the best opportunities for township officers to:

- Stay informed on current legislative and legal issues affecting townships
- Learn about new laws, regulations, and township responsibilities
- Hear updates directly from MAT leadership and staff
- Ask questions on township operations and governance
- Network with other township officers from your district
- Share local concerns and ideas with your District Director
- Build connections with community partners

Whether you are newly elected or a seasoned township leader, you'll come away with valuable updates, helpful resources, and new connections to help you serve your township.

Meeting Information:

DATE: Thursday, August 6, 2026

TIME:
6:00 PM Registration
6:30 PM Meeting
7:30 PM Election
Candidate(s) who have filed for MAT District 7 Director: Tammy Carlson

LOCATION:
Anoka Ramsey Community College (Cambridge Campus)
Lecture Hall – same location as previous years
300 Spirit River Dr S
Cambridge, MN (Isanti County)

Tentative Agenda: (Final agenda will be provided at the meeting)
• Welcome and Pledge of Allegiance: MAT District 7 Director Tammy Carlson
• Speakers and discussion of local issues and legislative updates
• MAT updates:
o Executive Director's Report — Jeff Krueger
o Legal Update — MAT In-House Counsel
o Clerk/Treasurer Trainer Updates
• Election for MAT District 7 Director
• Door prizes and drawings
• Adjournment

Questions about this event can be directed to the MAT office or District 7 Director Tammy Carlson

CONTACT US

Minnesota Association of Townships | 805 Central Ave East P.O. Box 267 | St. Michael, MN 55376 US

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From: Minnesota Association of Townships
info@minnesotaassociationoftownships.ccsend.com
Subject: June 2026 Newsletter
Date: Jun 19, 2026 at 10:00:27 AM
To: Tammy Schefers clerk@haventwp.org

June 2026 Newsletter

Dear Township Officers,
As we head into summer, there's a lot happening across Minnesota's townships and at MAT—and we're here to help you stay informed and connected. This month's newsletter includes dates/locations of the August District Meetings, upcoming training opportunities, and save-the-date details for the 2026 MAT Annual Conference in Nisswa (near Brainerd).
As always, thank you for your service to your township. Please don't hesitate to reach out if MAT can support you in any way.
Sincerely,
Jeff Krueger, Executive Director
Minnesota Association of Townships

P.S. 🇺🇸 As America celebrates its 250th anniversary, the Summer Issue of MAT's Township Insider magazine will feature a special section highlighting the traditions, gatherings, and hometown pride that make our township communities special. We're looking for photos and short stories that showcase the American spirit of your township, including:
📸 Fourth of July parades
📸 Memorial Day programs and veterans memorials
📸 Flags at township halls
📸 Community picnics and summer festivals
📸 Volunteer fire pancake breakfasts
📸 Township clean-up days
📸 Community baseball, tractor rides, county fairs, and hometown traditions
📸 Beautiful summer scenes from your township — barns, fields, gravel roads, sunsets, lakes, and more

Please send photos (with township name and short description) for possible inclusion in this special summer feature to info@mntownships.org by June 25. We can't wait to showcase township pride from across Minnesota! 🇺🇸

MAT Website Quick Links

Save the Date: MAT Annual Conference

MAT's 2026 Annual Conference: The Changing Landscape of Township Government
Join township leaders from every corner of Minnesota at MAT's 2026 Annual Conference: "The Changing Landscape of Township Government."
Townships face growing land use challenges, from annexation and housing development to renewable energy projects, data centers, transportation improvements, and shifting development patterns. **Make sure your township is ready for what's next and gain practical knowledge, fresh ideas, and valuable connections that will help you serve your community even better.**

SPEAKERS: Hear from experienced speakers on key topics for all township officers
EDUCATION: Dive into hands-on breakout sessions, ask questions directly to state agency experts, and get real answers for township challenges.
EXHIBITORS: Explore the exhibitor showcase featuring trusted vendors with products and services designed for township needs. Network with peers, share solutions, and bring home proven strategies.

DATE: Thursday, December 10 through Saturday, December 12, 2026
LOCATION: Grand View Lodge in Nisswa (near Brainerd)

Please mark your calendar for this year's Annual Conference. Full details and registration information will be announced shortly.



Event Recap: Town Law Review

Township officers from across Minnesota gathered on Friday, June 5, 2026, at Rockwoods Event Center in Otsego for this year's Town Law Review — an annual educational event presented by the Minnesota Association of Townships (MAT).
The Town Law Review focuses on more advanced areas of township governance, covering legal and policy topics that go beyond the basics of board service. This year's program featured presentations on land use, ordinance enforcement, employment law, renewable energy regulation, developer agreements, and criminal law — providing township officers with practical guidance on some of the most complex issues facing their communities today.
Some presentations from the 2026 Town Law Review are available on the MAT website for township officers.



Township Tuesday Zoom calls

Please join MAT staff for a casual update on the most recent township information, with question and answer time on any topic, on the 1st and 3rd Tuesday of each month at 10 AM. Calls usually last between 30 and 60 minutes. Each Township Tuesday starts with a brief presentation on a current issue by MAT legal counsel.



Presentation Topics:

- July 7: Minnesota Government Data Practices Act and how Townships can use it (Specifically with an eye to getting fire department data out of neighboring cities)
- July 21: Township Borrowing and Public Financing Options

Participate via Zoom meeting via computer (preferred):
https://us02web.zoom.us/j/88491131671
Meeting ID: 884 9113 1671
OR participate via phone, (646) 558-8656 passcode 88-49-113-16-71#

Recordings and details of past calls can be found on the MAT website here. Past recordings include presentations on "Closing Meetings," "Cannabis Law Updates," "Storm Shelters and Mobile Homes," "Published Notice," and

more.

State Fire Marshal Fire Service Assessment Town Halls Scheduled

The Minnesota Department of Public Safety's State Fire Marshal Division is conducting a comprehensive statewide assessment of fire service delivery in Minnesota, with recommendations to be submitted to the Legislature by the end of 2026. As part of the process, a series of town hall listening sessions will be held across the state to gather feedback from fire service personnel, local officials, and community stakeholders. Township officials are encouraged to participate and share their perspectives on local fire protection services, challenges facing departments, and opportunities for improvement. Both in-person and virtual participation options are available, and no preregistration is required.

Details and schedule can be found on this link.

Survey Seeks Input on Local Planning Needs

The Long-Range Planning (LRP) team at Minnesota Management and Budget invites community leaders, planners, and others engaged in community planning across Greater Minnesota to participate in this voluntary survey. They are conducting the survey to learn about gaps and needs related to planning and to help determine whether the Long-Range Planning team can support filling those gaps.They will aggregate data and share the synthesis of responses in an online webinar and summary report. Responses will be managed and stored according to state records practices.
Your responses to this 10-question survey will help with design technical assistance approaches and create guidance materials to support important planning work. Responses appreciated by June 30, 2026.

- Here is the link to the survey: **https://forms.cloud.microsoft/g/4FEk2e9886**
- Here is more on the **LRP team** and the new **Small Communities Planning Assistance program**.
- Please contact Karin Berkholtz, Statewide Planner, at 651.358.5099 or **karin.r.berkholtz@state.mn.us** with questions or to discuss the effort in more detail.

August District Meetings

Please plan to attend your upcoming August District Meeting. There will be many updates from your local MAT District Director, MAT staff (including legal counsel and trainers), local township issues, and more. Districts 1, 5, 6, 7 and 11 have elections scheduled for your MAT District Director. **Additional formal logistical information and agenda items will be sent shortly by postal mail and email.**



DISTRICT 1: Townships in Dodge, Fillmore, Freeborn, Houston, Mower, Olmsted, Steele, Wabasha, and Winona Counties
WHEN: Monday, August 3, 2026
TIME:
5:30 PM - Registration and meal
6:00 PM - Meeting
7:30 PM - Election
WHERE: Adams American Legion, 3321 West Main Street, Adams, MN 55909 (Mower County)

DISTRICT 2: Townships in Blue Earth, Brown, Cottonwood, Faribault, Jackson, Martin, Waseca, and Watonwan Counties
WHEN: Tuesday, August 4, 2026
TIME:
6:00 PM - Registration
6:30 PM - Meal
7:00 PM - Meeting
WHERE: Waldorf Community Center, 109 Main Street, Waldorf, MN 56091 (Waseca County)

DISTRICT 3: Townships in Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, Rock, and Yellow Medicine Counties
WHEN: Tuesday, August 18, 2026
TIME:
6:00 PM - Registration open
6:30 PM - Meeting
WHERE: KB's Bar & Grill (back room), 100 East Burlingame Street, Ghent, MN (Lyon County)

DISTRICT 4: Townships in Carver, Dakota, Goodhue, Le Sueur, McLeod, Nicollet, Rice, Scott, and Sibley Counties
WHEN: Wednesday, August 5, 2026
TIME:
6:00 PM: Registration and snacks
7:00 PM: Meeting
WHERE: Spring Lake Township Town Hall, 20381 Fairlawn Avenue, Prior Lake, MN (Scott County)

DISTRICT 5: Townships in Kandiyohi, Meeker, Pope, Renville, and Stearns Counties
WHEN: Thursday, August 13, 2026
TIMES:
6:30 PM - Registration
7:00 PM - Meeting
7:30 PM - Election
WHERE: Willmar Conference Center, 240 23rd St SE, Willmar, MN 56201 (Kandiyohi County)

DISTRICT 6: Townships in Big Stone, Chippewa, Grant, Lac qui Parle, Stevens, Swift, and Traverse Counties
WHEN: Wednesday, August 19, 2026
TIMES:
6:30 PM - Registration
7:00 PM - Meeting
8:00 PM - Election
WHERE: VFW, 710 W 2nd St, Madison, MN 56256 (Lac qui Parle County)

DISTRICT 7: Townships in Anoka, Chisago, Hennepin, Isanti, Kanabec, Pine, Ramsey, Sherburne, Washington, and Wright Counties

WHEN: Thursday, August 6, 2026
WHERE: Anoka Ramsey Community College (Cambridge Campus), 300 Spirit River Dr. S., Cambridge, MN 55008 (Isanti County)

DISTRICT 8: Townships in Benton, Crow Wing, Mille Lacs, Morrison, Todd, and Wadena Counties
WHEN: Wednesday, August 12, 2026
TIMES:
5:00 PM - Registration
5:45 PM - Dinner/$15 per person
6:00 PM - Meeting
WHERE: Little Falls Ballroom, 15870 MN-27, Little Falls, MN 56345
RSVP: To ensure an accurate count for food, please RSVP by July 25, 2026, if you plan to attend, by email or phone to: Frank Hard, 320-761-5581 or FHard@mntownships.org

DISTRICT 9: Townships in Becker, Clay, Douglas, East Otter Tail, West Otter Tail, and Wilkin Counties
WHEN: Monday, August 17, 2026 (*** Note - this was changed from the original date of August 20)
TIMES:
6:00 PM - Registration
6:30 PM - Meeting
WHERE: Sverdrup Town Hall, 22318 County Road 35, Underwood, MN 56586 (Otter Tail County)

DISTRICT 10: Townships in Carlton, Cook, Lake, and Saint Louis Counties
WHEN: Thursday, August 27, 2026
TIMES:
5:30 PM - Registration
6:00 PM - Meeting
WHERE: Grand Lake Town Hall, 5297 Hwy 53, Saginaw, MN 55779 (St. Louis County)

DISTRICT 11: Townships in Aitkin, Cass, Hubbard, Itasca, and Koochiching Counties
WHEN: Wednesday, August 26, 2026
TIMES:
6:00 PM - Registration
6:15 PM - Meeting
7:00 PM - Election
WHERE: Walker Area Community Center, 105 Tower Ave. E., Walker, MN 56484 (Cass County)

DISTRICT 12: Townships in Beltrami, Clearwater, Mahnomen, Norman, and Polk Counties
WHEN: Tuesday, August 25, 2026
TIMES:
6:00 PM - Registration
6:30 PM - Light meal
7:00 PM - Meeting
WHERE: Bagley High School, 1130 Main Ave. N, Bagley, MN 56621 (Clearwater County)
RSVP: Please RSVP to help us plan for meal counts to Mandi Peterson at mpeterson@mntownships.org.

DISTRICT 13: Townships in Kittson, Lake of the Woods, Marshall, Pennington, Red Lake, and Roseau Counties
WHEN: Monday, August 24, 2026
TIMES:
6:00 PM - Registration and light refreshments
7:00 PM - Meeting
WHERE: New Folden Community Center, 145 E 1st St., New Folden, MN 56738 (Marshall County)

Save the Date: Fall Legislative & Research Committee meeting

Mark your calendars for the upcoming 2026 Legislative & Research Committee event hosted by the Minnesota Association of Townships. This annual gathering brings together township officers to discuss legislative priorities, review policy proposals, and shape MAT's advocacy agenda for the coming year. It's an important opportunity to share input, stay informed on state and federal issues affecting townships, and collaborate on research needs that support effective local governance.
Full event details will be announced this summer. All township officers are invited to attend.

2026 MAT Legislative and Research Committee
DATE: September 15, 2026
LOCATION: MAT Office, St. Michael, MN (Wright County)

Join the Cool Kids: MAT's Summer Training Tour is Here



Someone once said, "I wish that I could be like the cool kids, because all the cool kids, they seem to fit in". In the training department, we'd like to think we're some cool kids in our own right. People like being around the cool kids. Cool kids attract a crowd. Cool kids have fun. Cool kids are pretty confident. Cool kids like doing cool things.
Well, in case you haven't heard, the MAT training department has some cool things planned for this summer. We have an itinerary jam packed with some cool information being delivered to some cool places around the state. Will you be cool, and join us?

We'll be in cool St Michael on June 23rd for two sold out sessions on CTAS, the City and Town Accounting System. We will have some cool people coming in from St Paul, and the Office of the State Auditor. Introducing, Mark Alborado and Marie Henning who have graciously agreed to train you in everything CTAS.
We thank all the cool clerks and treasurers who filled up MAT's conference room in record breaking time. Your attendance at these epic training sessions is greatly appreciated. For those who didn't register in time, don't fret. We have more cool events scheduled where CTAS is sure to be mentioned again.
We will be taking the show on the road to Roseau – July 16, Marshall – July 21, Crookston – July 22, and Lancaster – July 23. We are calling this the 4 corners tour and it will not disappoint. We have cool topics like Records Retention, Data Practices, CTAS, and Annual Financial Reporting. You won't want to miss this wonderful

opportunity.
So, you see, we want more cool kids to join us. All you have to do is go on the **MAT website**, the MAT Facebook page, or your MAT email inviting you to register and choose your location. You will be in the cool club once you get your registration confirmation. We are also bringing some other cool kids with us. As a bonus, you will get to hang out with MAT attorneys, Maddie and Graham. Pretty cool, huh?
If that wasn't enough, on June 25, two days after the CTAS training in St Michael, Gussie has invited everyone to come to her neighborhood for more clerk, treasurer training. Registration is on a first come, first served basis so reserve your spot today. You know where to find us to register for this event in Sandstone, MN!
Remember, cool is not what you do, cool is who you are. See you soon!

Michael Gilbreath – MAT Training Manager

Minnesota Association of Townships Insurance Trust Update

MATIT: Consolidated Liability Coverage CLC Renewal – July 1, 2026
As we approach the **July 1, 2026**, Consolidated Liability Coverage (**CLC**) renewal, now is the perfect time for a quick annual insurance check-up.

- Please take a few minutes to review your township's current coverage and confirm that all information is accurate and up to date. This includes any updates to property, equipment, or vehicles that may have changed over the past year.

MATIT Consolidated Liability Insurance (CLC) renewals will be issued on **July 1, 2026**. Policy effective **July 1, 2026**, through **June 30, 2027**. There will be **no lapses** in coverage.

Renewal information will be sent electronically to **Clerks & Treasurers**, so maintaining an accurate email address will ensure you receive important communications from **MATIT.**
If you have not already done so, please ensure your email address is current and up to date. You may reply to this message or email **info@mntownships.org** with any updated contact information.

MATIT
MINNESOTA ASSOCIATION OF TOWNSHIPS INSURANCE TRUST
Townships are our roots!

Please add Origami Risk t*o your email contacts to help prevent* ***MATIT*** *emails from being directed to your* ***junk or spam folder****.*

CONTACT US

Minnesota Association of Townships | 805 Central Ave East P.O. Box 267 | St. Michael, MN 55376 US

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June 2026

Permits by Township

Twp/City (Pa	Parcel Number	Permit Nu	Date Paid	Explanation of Request	Applicant	Contractor	Phy Addr 1	Parcel City	Parcel Zip	Building Co	Project Valuatio	Total Fees
BIG LAKE	10-00001-2101	26-909	22-Jun-26	Gas Mechanical/HVAC	Violet Swanson		14919 COUNTY ROAD 30 NW	ELK RIVER MN	55330	434	2,000.00	100
BIG LAKE	10-00101-4236	26-926	25-Jun-26	Gas Mechanical/HVAC	ANGIE VETSCH	NORTHERN ONE HOUR	14707 225TH AVE NW	ELK RIVER MN	55330	434	2,000.00	100
BIG LAKE	10-00106-3300	26-757	1-Jun-26	Gas Mechanical/HVAC	Nick Brose	MN Heating and Cooling	22230 COUNTY ROAD 75 NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00107-3110	26-924	25-Jun-26	Window/Door Replacement	GLYNN NORGAN	Window Nation LLC	21600 COUNTY ROAD 5 NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00110-1201	26-844	12-Jun-26	Accessory Structure	Christopher Middendorf		22042 COUNTY ROAD 15 NW	ELK RIVER MN	55330	328	20,000.00	685
BIG LAKE	10-00111-2402	26-852	11-Jun-26	Gas Mechanical/HVAC	Luke Vagle	Vagle Heating and Cooling Inc.	21697 OLD COUNTY RD 79 NW	ELK RIVER MN	55330	434	2,000.00	100
BIG LAKE	10-00111-4004	26-778	3-Jun-26	Gas Mechanical/HVAC	Cathryn Lessard	Home Comfort Heating & Air	21462 152ND ST NW	ELK RIVER MN	55330	434	2,000.00	100
BIG LAKE	10-00114-3405	26-901	29-Jun-26	Deck	Mark Luedtke	Lutgen Companies	20530 156TH ST NW	ELK RIVER MN	55330	434	3,000.00	150.75
BIG LAKE	10-00116-1101	26-903	18-Jun-26	Deck Maintenance	Sheila Sabas		16778 211TH AVE NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00123-2209	26-764	22-Jun-26	Addition	Adam Rache	Service Restoration	20485 COUNTY ROAD 15 NW	ELK RIVER MN	55330	434	154,000.00	2,424.00
BIG LAKE	10-00123-2209	26-846	26-Jun-26	Septic	Brad Krotzer	Custom Septic Inc.	20485 COUNTY ROAD 15 NW	ELK RIVER MN	55330		0	450
BIG LAKE	10-00136-4410	26-820	11-Jun-26	Deck	Steven Swansen		14514 COUNTY ROAD 30 NW	ELK RIVER MN	55330	434	4,000.00	176
BIG LAKE	10-00401-0730	26-837	16-Jun-26	Septic	Gary Schleunder	Schluender Construction Inc	22602 189TH ST NW	BIG LAKE MN	55309			250
BIG LAKE	10-00411-0144	26-717	3-Jun-26	Septic	Custom Septic	Custom Septic Inc.	18908 146TH ST NW	ELK RIVER MN	55330		0	450
BIG LAKE	10-00411-0162	26-740	18-Jun-26	Septic	Shannon Boettcher	Boettcher Exc. and Septic	18897 147TH ST NW	ELK RIVER MN	55330		0	452
BIG LAKE	10-00414-0240	26-867	15-Jun-26	Siding	Monarch Home Improvement LLC dba D	Dabella	14676 185TH AVE NW	ELK RIVER MN	55330	434	2,000.00	100
BIG LAKE	10-00417-0145	26-842	12-Jun-26	Deck	Kyle Kosloske		19721 182ND AVE NW	BIG LAKE MN	55309	434	3,000.00	150.75
BIG LAKE	10-00418-0240	26-789	5-Jun-26	Gas Mechanical/HVAC	Willow Burger	Thelen Plumbing Heating and Air	19855 154TH ST NW	ELK RIVER MN	55330	434	2,000.00	100
BIG LAKE	10-00419-0419	26-758	1-Jun-26	Gas Mechanical/HVAC	Violet Swanson		19247 180TH AVE NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00419-0520	26-619	15-Jun-26	Addition	Jacob Kluver		19395 181ST AVE NW	BIG LAKE MN	55309	434	34,000.00	874
BIG LAKE	10-00427-0185	26-887	24-Jun-26	Addition	Duane Hettler		16280 228TH AVE NW	ELK RIVER MN	55330	328	48,000.00	1,135.25
BIG LAKE	10-00429-0220	26-950	26-Jun-26	Siding	Justino Alvarez	Summit Construction Group	17565 182ND AVE NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00429-0310	26-919	22-Jun-26	Roofing	Tom Schultz	Royal Roofing, Inc	17375 182ND AVE NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00456-0105	26-879	15-Jun-26	Gas Mechanical/HVAC	Kyle Geroux	Hazlett Heating, Cooling & Ventila	21494 COUNTY ROAD 73 NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00456-0105	26-881	15-Jun-26	Gas Mechanical/HVAC	Kyle Geroux	Hazlett Heating, Cooling & Ventila	21494 COUNTY ROAD 73 NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00456-0150	26-745	8-Jun-26	Pool	Cassandra Swanson		19888 214TH AVE NW	BIG LAKE MN	55309	329	2,000.00	100
BIG LAKE	10-00484-0230	26-558	10-Jun-26	Addition	Troy Rorman	Truform Builders Ltd	19825 212TH AVE NW	BIG LAKE MN	55309	434	123,000.00	2,096.75
BIG LAKE	10-00496-0305	26-855	11-Jun-26	Window/Door Replacement	Mark Luedtke	Lutgen Companies	17713 221ST AVE NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00497-0105	26-804	5-Jun-26	Gas Mechanical/HVAC	Willow Burger	Thelen Plumbing Heating and Air	22899 171ST ST NW	BIG LAKE MN	55309	434	2,000.00	100
BIG LAKE	10-00501-0305	26-481	4-Jun-26	Addition	Keith Burton		17025 221ST AVE NW	BIG LAKE MN	55309	434	57,000.00	1,268.25
BIG LAKE	10-00502-0365	26-795	11-Jun-26	Basement Finish/Remodel	Nathan Sjostrand	Echol Heating and Air	22120 185TH ST NW	BIG LAKE MN	55309	434	3,000.00	150.75
BIG LAKE	10-00509-0215	26-657	5-Jun-26	Accessory Structure	Zachary Stepan		17743 227TH AVE NW	BIG LAKE MN	55309	328	4,000.00	176
BIG LAKE	10-00510-0105	26-819	8-Jun-26	Window/Door Replacement	Heidi Singleton	Renewal By Andersen	19595 COUNTY ROAD 35 NW	ELK RIVER MN	55330	434	2,000.00	100
BIG LAKE	10-00524-0350	26-833	22-Jun-26	Basement Finish/Remodel	Ray Rondo	The Rondos Construction LLC	18558 224TH AVE NW	BIG LAKE MN	55309	434	5,000.00	206.25
BIG LAKE	10-00578-0130	26-847	17-Jun-26	Deck	Caleb Larson	Canyon Construction LLC	22173 174TH ST NW	BIG LAKE MN	55309	434	5,000.00	201.25
BLUE HILL	15-00024-2200	26-801	4-Jun-26	Gas Mechanical/HVAC	Violet Swanson		29928 152ND ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
BLUE HILL	15-00407-0060	26-918	22-Jun-26	Roofing	Nicole Johnson	Ascension Roofing & Siding	14692 284TH AVE NW	ZIMMERMAN MN	55398	434	2,000.00	100
BLUE HILL	15-00416-0105	26-565	4-Jun-26	Addition	Dani Lynde	Craftmasters Remodeling	14600 305TH AVE NW	PRINCETON MN	55371	434	49,000.00	1,158.75
BLUE HILL	15-00417-0225	26-808	5-Jun-26	Window/Door Replacement	Lisa Gracik	Elk River Exteriors, Inc.	14621 307TH AVE NW	PRINCETON MN	55371	434	2,000.00	100
BLUE HILL	15-00417-0225	26-809	5-Jun-26	Siding	Lisa Gracik	Elk River Exteriors, Inc.	14621 307TH AVE NW	PRINCETON MN	55371	434	2,000.00	100
BLUE HILL	15-00427-0105	26-652	22-Jun-26	Accessory Dwelling Unit	Matthew T Gray		15101 325TH AVE NW	PRINCETON MN	55371		70,000.00	2,083.00
BLUE HILL	15-00452-0115	26-841	11-Jun-26	Plumbing	Mackenzie Montague	Your Home Improvement Compa	30615 149TH ST NW	PRINCETON MN	55371	434	2,000.00	100

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BLUE HILL	15-00452-0150	26-859	12-Jun-26	Roofing	Anna Wagner	Ashco Exteriors	14812 306TH AVE NW	PRINCETON MN	55371	434	2,000.00	100
BLUE HILL	15-00464-0116	26-706	10-Jun-26	Accessory Structure	Jason and Paula Rush		15336 290TH AVE NW	ZIMMERMAN MN	55398	328	15,000.00	453.75
BLUE HILL	15-00464-0140	26-767	22-Jun-26	Pool	Patrick nelson		15332 292ND AVE NW	ZIMMERMAN MN	55398	329	0	100
BLUE HILL	15-00466-0415	26-866	12-Jun-26	Gas Mechanical/HVAC	Cathryn Lessard	Home Comfort Heating & Air	31831 153RD ST NW	PRINCETON MN	55371	434	2,000.00	100
CLEAR LAKE	20-00119-1100	26-660	9-Jun-26	New Home with Septic	Jeff Haus	Haus Construction, Inc.	9767 80TH AVE SE	CLEAR LAKE MN	55319	101	269,000.00	4,325.75
CLEAR LAKE	20-00130-3100	26-878	25-Jun-26	Addition	Denise Flanagan		11290 80TH AVE SE	CLEAR LAKE MN	55319	328	10,000.00	327.5
CLEAR LAKE	20-00130-3100	26-880	12-Jun-26	Plumbing	Denise Flanagan		11290 80TH AVE SE #122	CLEAR LAKE MN	55319	434	2,000.00	100
CLEAR LAKE	20-00130-3100	26-882	25-Jun-26	Addition	Wayne Breum		11290 80TH AVE SE	CLEAR LAKE MN	55319	328	6,000.00	226.5
CLEAR LAKE	20-00130-3100	26-883	25-Jun-26	Addition	Wayne Breum		11290 80TH AVE SE	CLEAR LAKE MN	55319	328	15,000.00	453.75
CLEAR LAKE	20-00130-3100	26-884	12-Jun-26	Roofing	Wayne Breum		11290 80TH AVE SE #159	CLEAR LAKE MN	55319	434	2,000.00	100
CLEAR LAKE	20-00204-3119	26-876	24-Jun-26	Razing	Kevin Cox, Jennessa Alexander		3611 74TH ST SE	CLEAR LAKE MN	55319	649		102
CLEAR LAKE	20-00209-2201	26-733	8-Jun-26	Window/Door Replacement	Glynn Norgan	Home Depot USA, Inc	7742 37TH AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
CLEAR LAKE	20-00214-2200	26-707	1-Jun-26	Razing	Alec King		5575 RIVER RD SE	CLEAR LAKE MN	55319	645		100
CLEAR LAKE	20-00404-0020	26-902	18-Jun-26	Roofing	Keith Spohnholtz	Keith's Total Services	7253 100TH AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
CLEAR LAKE	20-00405-0214	26-723	24-Jun-26	Deck	Shane Roering		3884 76TH ST SE	CLEAR LAKE MN	55319	434	9,000.00	309.51
CLEAR LAKE	20-00405-0230	26-771	1-Jun-26	plumbing	Carol Tepley		3986 76TH ST SE	CLEAR LAKE MN	55319		2,000.00	100
CLEAR LAKE	20-00422-0110	26-799	4-Jun-26	Roofing	Erik Mclaughlin	Bold North Roofing and Contracti	6450 105TH ST SE	CLEAR LAKE MN	55319	434	2,000.00	100
CLEAR LAKE	20-00441-0105	26-665	5-Jun-26	New Home with Septic	Tanner Brudwick	Brudwick Builders LLC	3453 77TH ST SE	CLEAR LAKE MN	55319	101	219,000.00	3,855.25
CLEAR LAKE	25-00014-1105	26-487	24-Jun-26	Septic	Angela Busse	Angela Annette Busse	2684 65TH AVE SE	SAINT CLOUD MN	56304		0	450
CLEAR LAKE	20-00213-3400	26-834	10-Jun-26	IUP for Solar	Cater Garden LLC							
CLEAR LAKE	20-00204-3119	26-822	5-Jun-26	Variance for Road Setback	Jannessa Alexander							
CLEAR LAKE	20-00204-3119	26-824	5-Jun-26	Variance for Shoreland Setbac	Jannessa Alexander							
HAVEN	25-00014-4105	26-674	2-Jun-26	New Home with septic	Michael Killian		6281 32ND ST SE	SAINT CLOUD MN	56304	101	204,000.00	3,155.00
HAVEN	25-00026-1105	26-794	3-Jun-26	Gas Mechanical/HVAC	Sabrina Pincombe	Augusta Plumbing & Heating	6445 47TH ST SE	SAINT CLOUD MN	56304	434	2,000.00	100
HAVEN	25-00026-3400	26-688	15-Jun-26	Accessory Structure	Gary Kiffmeyer		5541 HAVEN RD SE	SAINT CLOUD MN	56304	328	17,000.00	504.25
HAVEN	25-00026-3400	26-962	29-Jun-26	Plumbing	Raymond Cummings	Vance Pipeworks	5541 HAVEN RD SE	SAINT CLOUD MN	56304	434	2,000.00	100
HAVEN	25-00403-0091	26-969	29-Jun-26	Roofing	Mark Luedtke	Lutgen Companies	3612 12TH AVE SE	SAINT CLOUD MN	56304	434	2,000.00	100
HAVEN	25-00412-0180	26-779	18-Jun-26	Deck	Mark Luedtke	Lutgen Companies	1151 59TH AVE SE	SAINT CLOUD MN	56304	434	4,000.00	181
HAVEN	25-00414-0310	26-812	5-Jun-26	Gas Mechanical/HVAC	Mechanical Energy Systems	Mechanical Energy Systems	1550 49TH ST SE	SAINT CLOUD MN	56304	434	2,000.00	100
HAVEN	25-00419-0010	26-963	29-Jun-26	Plumbing	Jim Aeshliman	Apollo Plumbing	1180 38TH AVE SE	SAINT CLOUD MN	56304	434	2,000.00	100
HAVEN	25-00428-0220	26-932	24-Jun-26	Roofing	Sevy Bialke	Four Seasons Builders LLC	2103 45TH ST SE	SAINT CLOUD MN	56304	434	2,000.00	100
HAVEN	25-00428-0220	26-933	24-Jun-26	Siding	Sevy Bialke	Four Seasons Builders LLC	2103 45TH ST SE	SAINT CLOUD MN	56304	434	2,000.00	100
LIVONIA	30-00002-3300	26-948	26-Jun-26	Plumbing	AUDREY JIRAK	COMMERS THE WATER COMPAN	26939 112TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00007-3315	26-940	24-Jun-26	Roofing	Rick Helgeson	Roofers of Minnesota Company	14325 261ST AVE NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00013-3200	26-904	18-Jun-26	Gas Mechanical/HVAC	Blake Ott	HOME ENERGY CENTER	25465 104TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00014-1103	26-871	15-Jun-26	Plumbing	Amanda Seely	Leaf Home Water Solutions	26080 104TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00021-2405	26-743	3-Jun-26	Accessory Structure	Tyler Rust	4 Square contracting	12535 249TH Ave NW	ZIMMERMAN MN	55398	328	36,000.00	916.25
LIVONIA	30-00027-2110	26-712	11-Jun-26	Accessory Structure	Todd Maloney		11840 243RD AVE NW	ZIMMERMAN MN	55398	328	55,000.00	1,241.00
LIVONIA	30-00029-4201	26-921	22-Jun-26	Fireplace	ALYSSA	GLOWING HEARTH AND HOME	24090 132ND ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00407-0135	26-765	1-Jun-26	Gas Mechanical/HVAC	JENNIFER LEEMAN	NEIGHBORHOOD PLUMBING ANI	27470 112TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00408-0310	26-895	17-Jun-26	Plumbing	Malisa Babcock	Culligan Water	24685 138TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100

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LIVONIA	30-00417-0120	26-805	5-Jun-26	Gas Mechanical/HVAC	Macoy Cox	Apex Mechanical Inc.	25435 141ST ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00422-0105	26-853	26-Jun-26	Deck	Randy Grabau	Whitetail Builders Inc	26080 141ST ST NW	ZIMMERMAN MN	55398	434	4,000.00	181
LIVONIA	30-00428-0130	26-817	8-Jun-26	Gas Mechanical/HVAC	BROOKE GARCIA	AIR COMFORT HEATING AND AIR	25570 96TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00466-0255	26-769	1-Jun-26	Plumbing	Jenny Armstrong	MN Plumbing Pro LLC	14578 268TH AVE NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00476-0305	26-734	1-Jun-26	Siding	Dakota Thelen	Northface Construction	25789 106TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00481-0330	26-790	5-Jun-26	Gas Mechanical/HVAC	Willow Burger	Thelen Plumbing Heating and Air	10875 274TH AVE NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00493-0105	26-870	18-Jun-26	Pool	Ilana Kurtz	Sparkle Pool Service Inc.	24440 101ST ST NW	ZIMMERMAN MN	55398	329	0	150
LIVONIA	30-00520-0110	26-730	8-Jun-26	Window/Door Replacement	Heidi Singleton		11792 272ND AVE NW	ZIMMERMAN MN	55398	434	2,000.00	100
LIVONIA	30-00526-0340	26-635	5-Jun-26	Deck	Nathan Thein	Thein Companies Inc	25885 102 1/2 ST NW	ZIMMERMAN MN	55398	434	6,000.00	231.5
LIVONIA	30-00530-0215	26-798	11-Jun-26	Deck	Michael Holst	Foremost Construction	23415 110TH ST NW	ELK RIVER MN	55330	434	7,000.00	251.75
ORROCK	35-00015-2410	26-959	29-Jun-26	Window/Door Replacement	Brendon Carlson	Purpose Driven Restoration	16460 257TH AVE NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00031-3315	26-580	17-Jun-26	Basement Finish/Remodel	Joe Lemperes	Lemperes Building	22946 190TH ST NW	BIG LAKE MN	55309	434	54,000.00	1,232.25
ORROCK	35-00033-3409	26-705	2-Jun-26	New Home with Septic	Dennis VanBuren		23143 174TH ST NW	BIG LAKE MN	55309	101	337,000.00	4,988.25
ORROCK	35-00423-0415	26-753	3-Jun-26	Siding	Trevor Cohen	Cohen Construction	23057 162ND ST NW	ELK RIVER MN	55330	434	2,000.00	100
ORROCK	35-00429-0140	26-930	26-Jun-26	Window Door Replacement	Heidi Singleton	Renewal By Andersen	22940 185TH ST NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00429-0140	26-961	29-Jun-26	Plumbing	AUDREY JIRAK	COMMERS WATER	22940 185TH ST NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00441-0115	26-802	4-Jun-26	Plumbing	Tiffany Torell	Dean's Home Services	16680 231ST AVE NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00441-0115	26-956	29-Jun-26	Gas Mechanical/HVAC	Violet Swanson		16680 231ST AVE NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00461-0105	26-942	26-Jun-26	Gas Mechanical/HVAC	Deanna	Majestic custom heating & air	26332 150TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
ORROCK	35-00461-0530	26-793	3-Jun-26	Plumbing	Audrey Jirak	Commers the Water Company	26427 147TH ST NW	ZIMMERMAN MN	55398	434	2,000.00	100
ORROCK	35-00461-0550	26-791	10-Jun-26	Basement Finish/Remodel	Fred schossow		26476 147TH ST NW	ZIMMERMAN MN	55398	434	11,000.00	352.75
ORROCK	35-00473-0105	26-936	25-Jun-26	Plumbing	Jake Olejar	Deans Home Services	17155 262ND AVE NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00484-0295	26-738	1-Jun-26	Window/Door Replacement	GLYNN NORGAN	WINDOW NATION	16208 233RD AVE NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00487-0120	26-839	22-Jun-26	New Home with septic	Benjamin Ames		24589 167th Street Northwest	Big Lake	55309	101	407,000.00	5,879.75
ORROCK	35-00492-0855	26-803	22-Jun-26	Deck	Aaron Boyle	AJN Building & Remodeling INc	23881 186TH ST NW	BIG LAKE MN	55309	434	5,000.00	206.25
ORROCK	35-00492-1020	26-816	11-Jun-26	New Home with Septic	Nathaniel Bauer	JP Brooks Builders	23768 185TH ST NW	BIG LAKE MN	55309	101	291,000.00	4,383.75
ORROCK	35-00507-0215	26-929	26-Jun-26	Window/Door Relacement	Heidi Singleton	Renewal By Andersen	18910 247TH AVE NW	BIG LAKE MN	55309	434	2,000.00	100
ORROCK	35-00511-0235	26-715	4-Jun-26	Deck	Jayden Gruba	JD Gruba Construction	17663 262ND AVE NW	BIG LAKE MN	55309	434	4,000.00	176
PALMER	40-00001-1401	26-829	8-Jun-26	Roofing	Tara Donnay	BD Exteriors, Inc.	994 135TH AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00010-2100	26-806	16-Jun-26	New Home with Septic	Mike Ganz		1721 105TH AVE SE	SAINT CLOUD MN	56304	101	170,000.00	3,222.00
PALMER	40-00015-3207	26-893	22-Jun-26	Plumbing	Jamie Sellers - Permit Coordinator	Mad City Windows & Baths	3433 105TH AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00023-4210	26-856	15-Jun-26	Roofing	Jeff Haus	Haus Construction, Inc.	4221 115TH AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00025-3202	26-899	29-Jun-26	Addition	Wesley nesland		12582 57TH ST SE	CLEAR LAKE MN	55319	434	107,000.00	2,072.00
PALMER	40-00028-1435	26-782	9-Jun-26	Siding	Dayon Dropp		4865 102ND AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00028-1435	26-783	9-Jun-26	Window/Door Replacement	Dayon Dropp		4865 102ND AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00028-1435	26-784	9-Jun-26	Roofing	Dayon Dropp		4865 102ND AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00403-0332	26-928	24-Jun-26	Plumbing	Kelly	PROFESSIONAL MECHANICAL SE	4555 109TH AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00406-0153	26-873	15-Jun-26	Gas Mechanical/HVAC	Mechanical Energy Systems	Mechanical Energy Systems	11129 42ND ST SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00410-0170	26-889	22-Jun-26	Siding	Bill Johnson	MBK Restoration, LLC	11347 42ND ST SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00416-0446	26-763	8-Jun-26	Roofing	Hailey Lundberg	NexGen Exteriors LLC	10645 55TH ST SE	CLEAR LAKE MN	55319	434	2,000.00	100
PALMER	40-00416-0635	26-762	8-Jun-26	SHOULD BE DECK not Mainter	Samantha Carlson	SB Restoration	10805 55TH ST SE	CLEAR LAKE MN	55319		6,000.00	231.5
PALMER	40-00425-0110	26-787	5-Jun-26	Gas Mechanical/HVAC	Willow Burger	Thelen Plumbing Heating and Air	4280 121ST AVE SE	CLEAR LAKE MN	55319	434	2,000.00	100

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PALMER	40-00425-0430	26-679	22-Jun-26	Septic	Tony Wruck	Wruck Excavating Inc	4419 124TH AVE SE	CLEAR LAKE MN	55319		0	450
PALMER	40-00433-0100	25-1771	17-Jun-26	Addition	Athena	AVID Construction	5490 135TH AVE SE	CLEAR LAKE MN	55319	437	85,000.00	1,657.00
PALMER	40-00440-0105	26-737	25-Jun-26	New Home with septic	Matthew Berning	Ziegler Custom Homes	5082 99th Avenue Southeast	Becker	55319	101	233,000.00	3,951.50
PALMER	40-00459-0112	26-655	1-Jun-26	New Home With Septic	Vonnie Novak	Novak Builders & Remodelers, Inc	11493 54TH ST SE	CLEAR LAKE MN	55319	101	208,000.00	3,761.75
PALMER	40-00461-0105	26-868	22-Jun-26	Window/Door Replacement	Glynn Norgan	Home Depot USA, Inc	11098 57TH ST SE	CLEAR LAKE MN	55319	434	2,000.00	100

From: Schmitz, Michelle A Michelle.Schmitz@xcelenergy.com
Subject: Minnesota Natural Gas System Plan | Filing Date: July 1, 2026
Date: Jul 2, 2026 at 1:07:10 PM



Good afternoon,

I'm excited to inform you of Xcel Energy's 2026-2036 Minnesota Natural Gas System Plan. This first-of-its-kind proposal for the state brings together existing clean energy policies and natural gas planning efforts into one comprehensive strategy. Our plan, officially called the Minnesota Gas Integrated Resource Plan, demonstrates our continued commitment to delivering safe, reliable, and affordable natural gas service. We filed the plan with the Minnesota Public Utilities Commission on July 1, 2026, for its review and approval.

As Minnesota's energy landscape continues to evolve, our plan recognizes the growing role of electrification while preserving customer choice by maintaining natural gas as a reliable and flexible energy option. We're supporting greenhouse gas reductions with a strategy that recognizes the complementary roles of gas and electric systems. Our plan would reduce emissions without compromising system performance or adding unnecessary costs to our customers.

The plan also focuses on strengthening the long-term resilience of the natural gas system by keeping customer bills as low as possible, maintaining reliable service, and enhancing our ability to adapt to changing customer needs, technologies, and policy developments. Throughout this work, we remain committed to serving our communities and supporting environmental objectives in a practical and cost-effective manner.

The attached info sheet provides more details on the proposed plan. Please let me know if you have questions or would like additional information.

Thank you,

Michelle Schmitz
Xcel Energy
Manager, Community Relations
***Please note new address:** 3683 5th St. S. Waite Park, MN 56387
320-255-8610

michelle.schmitz@xcelenergy.com



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2026–2036 MINNESOTA NATURAL GAS SYSTEM PLAN

MAKING ENERGY WORK BETTER FOR OUR CUSTOMERS

CUSTOMER BENEFITS

- Keeping bills as low as possible
- Operating a safe and reliable natural gas system
- Supporting natural gas service and electrification
- Offering energy savings programs
- Reducing emissions

INVESTMENTS

- Eight natural gas infrastructure projects to address forecasted peak demand
- Cost-effective non-pipeline alternatives, with programs aimed at reducing demand, clean fuels, and other innovative solutions
- Expanded energy efficiency programs to help lower usage and costs

WE'RE HERE TO HELP

We encourage customers to reach out if they need help paying their energy bills. Find more information at **xcelenergy.com/Residential** or **xcelenergy.com/Business**.

Learn to save energy and money at **xcelenergy.com/Tips**.

Xcel Energy offers customers options such as payment plans and assistance to get them through difficult times. Learn more about assistance and the programs at **xcelenergy.com/EnergyAssistance** or call **800-895-4999**.

On July 1, 2026, Xcel Energy proposed its 2026-2036 Minnesota Natural Gas System Plan. This first-of-its-kind proposal for Minnesota brings together existing clean energy policies and natural gas planning into a comprehensive strategy. Our plan, officially called the Minnesota Gas Integrated Resource Plan, identifies a mix of gas supply, demand, and infrastructure resources that will continue to meet customer needs into the future while advancing toward clean energy goals. It will allow us to continue delivering on our commitment to safe, reliable, and affordable natural gas service.

Responding to customer preferences

We're focused on our customers amid on-going electrification, and we're growing programs and advisory services to support them. And at the same time, our natural gas system plan preserves customer choice by ensuring natural gas remains a reliable and flexible energy option, even as technologies, policies, and customer preferences evolve.

Reducing emissions while keeping costs low

We're supporting economy-wide greenhouse gas reduction goals through a strategy that recognizes the complementary roles of gas and electric systems and the importance of coordinated planning across both. Our plan advances emissions reductions without compromising system performance, especially during winter conditions, or imposing unnecessary cost burdens on customers. Under our proposal, we anticipate that our customers' average natural gas bills will remain below the national average.

Reliability

We continue to rely on established natural gas transportation, storage, and cost-effective supply strategies to maintain dependable service. Our plan proposes natural gas system infrastructure and strategies to support reliability during gas price volatility. It also emphasizes emerging technologies like Renewable Natural Gas and Carbon Credit acquisition to provide a balanced mix of resources.

Roadmap for natural gas

Our proposal will build upon our Net-Zero Vision for Natural Gas, which aligns with Minnesota's goal to achieve net-zero greenhouse gas emissions by 2050. Our Net-Zero Vision recognizes the essential role the natural gas system continues to play in a cold-climate state, particularly in meeting peak heating demand, while also committing to cost-effective emissions reductions over time.

PLAN PRIORITIES

Respond to customer needs and preferences

Evolve our system to match changes to technologies and markets

Support Minnesota's policy goals

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From: Minnesota Pollution Control Agency mpca@public.govdelivery.com
Subject: Minnesota Pollution Control Agency Weekly Digest Bulletin
Date: Jul 12, 2026 at 7:25:49 PM
To: Tammy Schefers clerk@haventwp.org

MINNESOTA POLLUTION CONTROL AGENCY

Minnesota Stormwater News, July 2026

07/01/2026

MINNESOTA POLLUTION CONTROL AGENCY



Keeping Minnesota stormwater (and our rivers and lakes) clean

July 2026



Municipal stormwater success story: Woodbury

Minnesota Pollution Control Agency (MPCA) staff recently conducted an audit of the City of Woodbury's Municipal Separate Storm Sewer System (MS4) program. The city demonstrated full compliance with the six Minimum Control Measures and TMDL requirements outlined in the MS4 Permit.

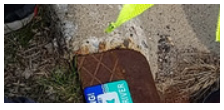
The city utilizes a database system to document construction site and stormwater pond, BMP, outfall, and maintenance inspections. Woodbury met and documented all training requirements. Education and outreach efforts are robust and well-documented.

Woodbury has achieved success with their MS4 program through consistent, organized, and documented efforts to engage with citizens and manage their stormwater system. Thank you to the city for keeping stormwater (and our lakes and rivers) clean!

If you have questions or would like to discuss Woodbury's MS4 program, contact the city's Environmental Resources Specialist Ben Guell at 651-414-3497 or benjamin.guell@woodburymn.gov.

MS4 stormwater resources

Contact your **MPCA MS4 staff** person with any questions you have about your Municipal Separate Storm Sewer System (MS4) permit.



You can also download the **MS4 Implementation Guide** for sample educational materials, ordinances, checklists, and other MS4 templates. For more stormwater resources, visit the **MN Stormwater Manual**.





Construction stormwater FAQs

Do I need a Construction Stormwater (CSW) permit?

You need CSW permit coverage if you are **the owner or the operator/ contractor** for any construction activity disturbing:

- one acre or more of soil
- less than one acre of soil, if that activity is part of a larger "common plan of development or sale" that covers more than one acre

I do not have an operator/contractor named yet. Can I still fill out my application?

Yes. For now, use the owner information in both owner and contractor fields of the application. The owner signs both parts of the application. After the contractor has been identified, use the transfer form to add the contractor.

Common plan of development (wq-strm2-22)

A common plan of development or sale — such as a subdivision, phased project, or combination of construction activities — is an area where multiple, contiguous, separate land-disturbing activities may happen on different schedules, but under one proposed plan.

Check if you need construction stormwater subdivision registration from the MPCA before construction begins. If a portion of a permitted project is sold, such as a single lot in a residential development, use the subdivision registration form to transfer permit coverage to the new owner/contractor. This process allows a single permit covering an entire site to be broken up or “subdivided” to cover many different builders and sites.

Hosts needed for MPCA Smart Salting trainings!



Smart Salting is a suite of techniques minimizing the environmental and economic impacts of chloride while still meeting public needs. The MPCA offers Smart Salting certification trainings, refreshers, and a workshop to educate a range of audiences about chlorides’ impacts to our environment and infrastructure, chloride reduction strategies and tools to reduce chloride pollution for deicing and water softening without compromising safety or public needs. All MPCA Smart Salting trainings are provided in partnership with hosts to offer trainings to educate winter maintenance staff, their supervisors, property managers, water softening professionals, and plumbers

on ways to reduce chloride at the source.

Review our MPCA Smart Salting training page for all trainings we offer including our newest certification trainings for Rural Roads and Water Softening.

Hosting allows choice of:

- Date and time, within instructor's availability
- Public or private
- Location (online or in-person)

Host responsibilities:

- Cover the training fee cost (fee is per training)
- Help recruit attendees
- Provide a venue (if in-person)

Consider hosting if you wish to train a majority of your staff, or groups of 12+. Collaborating with other organizations to cover the training fee is encouraged. If costs are prohibitive, contact the chloride reduction program for options.

To get more information and schedule trainings email the Chloride reduction program at smartsalting.pca@state.mn.us.

2026 Salt Symposium October 27 – 28, 2026

The 2026 Salt Symposium marks an exciting new chapter in one of the nation's leading forums on chloride reduction, winter maintenance, and freshwater protection. Now hosted by the University of Minnesota Cold Climate Stormwater Center of Excellence (CCSCoE), the Symposium continues its long-standing mission of bringing together researchers, public agencies, industry leaders, educators, and practitioners to advance innovative, science-based solutions for managing salt use in cold climates. Building on more than two decades of collaboration and leadership established by Fortin Consulting, the Freshwater Society, and Bolton & Menk, the 2026 Salt Symposium will expand opportunities for research, training, and cross-sector collaboration focused on protecting infrastructure, water resources, and community safety while designing a lower salt future.

Workshop: Vegetation Identification and Maintenance Techniques for Stormwater Treatment Practices



The Water Resources Center is hosting a one-day, hands-on vegetation maintenance workshop for stormwater maintenance professionals. Participants learn to use plant identification apps to accurately identify species and determine which should be removed from vegetated stormwater practices.

This course introduces maintenance of vegetated systems, particularly for professionals who have traditionally focused on mechanical practices. If registration links become unavailable, please email Jessy Carlson to be added to a waitlist.

6.5 professional development hours (PDHs) are available for this course. Those wishing a PDH certificate should send Jessy an email.

- Registration and information for August 4th workshop
- Registration and information for August 6th workshop



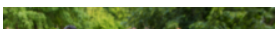
Erosion control inspection requirements

Sediment and erosion control inspections are required to be conducted regularly on construction sites until the NPDES/SDS General Construction Stormwater Permit (Permit) is terminated. Throughout most of the project, you will be required to conduct inspections weekly as well as within 24 hours of all rain events of ½" or more. Per item 11.11 in the Permit, there are several cases in which this inspection schedule may be adjusted:

1. inspections of areas with permanent cover can be reduced to once per month, even if construction activity continues on other portions of the site; or
2. where sites have permanent cover on all exposed soil and no construction activity is occurring anywhere on the site, inspections can be reduced to once per month and, after 12 months, may be suspended completely until construction activity resumes. The MPCA may require inspections to resume if conditions warrant; or
3. where construction activity has been suspended due to frozen ground conditions, inspections may be suspended. Inspections must resume within 24 hours of runoff occurring, or upon resuming construction, whichever comes first.
4. for projects where a pollinator habitat or native prairie type vegetated cover is being established, inspections may be reduced to once per month if the site has temporary vegetation with a density of 70% temporary uniform cover. If after 24 months no significant erosion problems are observed, inspections may be suspended completely until the termination requirements in section 13 have been met.

Soil stabilization BMPs such as wood fiber blanket, mulch, and rolled erosion control products are NOT considered permanent cover. Per item 25.22 of the Permit, "Permanent Cover" means surface types that will prevent soil failure under erosive conditions. Examples include: gravel, concrete, perennial cover, or other landscaped material that will permanently arrest soil erosion. Permittees must establish a uniform perennial vegetative cover (i.e., evenly distributed, without large bare areas) with a density of 70 percent of the vegetative cover native to local undisturbed areas on all areas not covered by permanent structures, or equivalent permanent stabilization measures. Inspections your site must continue until permanent cover is established and the Permit is terminated.

Adopt a Drain



Adopt-a-Drain nears a million pounds of debris removed in Minnesota



The Adopt-a-Drain program will soon reach a big milestone: volunteers across the state will have removed 1 million pounds of debris from storm drains, logged via cleaning reports at mn.adopt-a-drain.org.

Adopt-a-Drain began as a pilot project in 2014 in St. Paul and has since grown to over 16,000 volunteer participants statewide. The program partners directly with cities, counties, and watershed districts to help them meet MS4 public education and outreach requirements, connect residents with their local watersheds, and build community understanding of the impacts of runoff pollution. Over the last decade, participants have logged nearly 100,000 cleaning reports, documenting the types of debris they clear from storm drains. Half a million pounds of leaves and grass alone have been removed, preventing large amounts of phosphorus from entering local waterways.

In recent years, Adopt-a-Drain has expanded beyond Minnesota, and now has over 170 municipal partners around the country. The program is expected to become available in all 50 states later this year.

Adopt-a-Drain thanks its 70+ partners across Minnesota for working together to reach this milestone! If your jurisdiction is not yet an Adopt-a-Drain partner, you can request more information by visiting ms4.adopt-a-drain.org/contact.



Looking for Stormwater Success Stories

The Minnesota Pollution Control Agency (MPCA) is looking for roadway stormwater temporary construction and post-construction success stories. The MPCA is assisting a research team at the University of Minnesota, St. Anthony Falls Laboratory (https://stormwater.safl.umn.edu/) to identify examples of completed linear (roadway) projects that demonstrate successful management of stormwater runoff. Examples of success might include the use of unique collaborative partnerships, creative design solutions, employing innovative construction methods, and new means to operate or maintain the stormwater management system.

Please consider completing a brief survey (https://forms.gle/k3yGjtV5RWZdfcUi6) by **July 31, 2026**, to help us identify these projects. Direct any questions about the survey and research to Andy Erickson at eric0706@umn.edu.

MS4 General Permit (MNR040000) reissuance update



The MPCA municipal stormwater program continues to revise the draft permit (initial draft was posted during the winter) and currently anticipates that the MS4 General Permit will go to public notice before the end of the summer. Additional information about the permit reissuance process is available on the MS4 General Permit webpage.

Stormwater news briefs

StormCon 2026 Conference in MN

The national **StormCon 2026 Convention** takes place August 25-27, 2026, at the Minneapolis Convention Center. Presentation tracks include BMP Monitoring, Green Infrastructure, Permits & Compliance, and many more. Several MPCA and University of Minnesota staff are scheduled to present. To learn more, **CLICK HERE**.

Introduction to the MS4 Permit Workshop

Over 130 municipal staff attended the MPCA's two online *Introduction to the MS4 Permit* workshops on June 2nd and 3rd. If you weren't able to attend, you can watch the recording **HERE**.

The video link is also available on the **Minnesota Stormwater Manual MCM page**.

Subscribe to the *Minnesota Stormwater News*

Did someone forward this newsletter to you? Subscribe to receive your own copy. **Click Here** to subscribe to the *Minnesota Stormwater News*.

Questions about stormwater?

MPCA municipal stormwater staff are available to answer questions about stormwater and your MS4 permit requirements. Click the button below to find staff contact information.

MS4 Staff Directory

Contact

If you have questions about or suggestions for this newsletter, contact:

Kevin Strauss
MPCA-Rochester
kevin.strauss@state.mn.us
507-206-2624

The Minnesota Pollution Control Agency is a state agency committed to ensuring that every Minnesotan has healthy air, sustainable lands, clean water, and a better climate.

Minnesota Stormwater Research Council Annual Meeting

You are invited to join in person or online via zoom on July 16, 2026 for the ***Minnesota Stormwater Research Council Annual Meeting***.

Registration link: MSRC Annual Meeting Registration

Meeting Highlights

- Research Updates: Discover the momentum behind 11 active projects
- Pond Symposium: Highlights and next steps
- Upcoming Opportunities: Learn about the next Request for Proposals (RFP).
- Leadership: Nominations for 2027 advisory board members
- Networking & BBQ: Enjoy a BBQ lunch outside overlooking the falls.
- 4 PDH credits available

Research project presentations include:

- Watershed-Scale BMP & Imperviousness Effectiveness
- Optimizing Snow Storage Performance
- Winter Hazard & High-Salt Area Analysis
- Sand Filter Enhancers for Dissolved Phosphorus
- Nutrient-Limiting Bioretention Media for Plant Growth

- ~~Nutrient-Limiting Bioretention Media for Plant Growth~~
- Fungal-Enhanced Biofiltration for Pollutant Removal
- Evaluating Augmented Stormwater Treatment Trains
- Sustaining Long-Term Stormwater Pond Performance
- Aeration & Mixing for Pond Phosphorus Remediation
- Earthworms for Sediment PAH Reduction
- Stormwater Pond Forebay Design & Cost-Effectiveness

Check back to the website for updates. For more information or if you have questions, please email msrc@umn.edu

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The Minnesota Pollution Control Agency is a state agency committed to ensuring that every Minnesotan has healthy air, sustainable lands, clean water, and a better climate.

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NOTICE - Haven Township
Outdoor Civil Defense Sirens
Decommissioning Beginning in 2027

As a result of FEMA granting Xcel's request to move to an all-digital early warning system, the company decided to offer the 49 sirens it owned and operated in Sherburne County to local jurisdictions.

The Haven Township Board of Supervisors declined the offer, citing financial and other potential liabilities in owning and operating the sirens. As well as the availability and reliability of more advanced technology for detection and alerting the public of severe weather and emergency events.

To prepare Haven Township residents, the following information is being distributed, well before any sirens are decommissioned.

Residents should consider some or all the following Alternative Early Warning applications and equipment to keep you informed of severe weather and emergencies.

IPAWS **Integrated Public Alert & Warning System** (IPAWS) is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public through mobile phones using Wireless Emergency Alerts (WEA), to radio and television via the Emergency Alert System (EAS), on the National Oceanic and Atmospheric Administration's (NOAA) Weather Radio, and to digital devices and services via the IPAWS All-Hazards Information Feed. While the IPAWS WEA system is pre-loaded on cell phones, you have control over receiving certain categories of alerts (such as Imminent Threat or AMBER Alerts) in your device settings.

iPhone Users: Go to Settings® Notifications, scroll down to Government Alerts, and toggle Emergency-Alerts and Public Safety-Alerts to ON

Android Users: Go to Settings® Safety & Emergency (or Notifications) ® Wireless Emergency Alerts and turn Allow Alerts to ON

hyper-reach the power of instant communication **Hyper-Reach WEA** is a **FREE opt-in subscription,** for Sherburne County residents. Alerts can be sent to cell phones, home/land lines, email addresses, and TDD/TYY devices. Sign-Up at: https://signup.hyper-reach.com/hyper_reach/sign_up_page_2/?id=116062

NOAA Weather Radio This radio cost range $50.00-$200.00 – depending on brand and adaption needs. **FREE** to listen online: https://www.weatherusa.net/radio

NOAA FREE app available, for cell devices. **Android Users:** App available on Google Play
iOS/iPhone Users: App available on Apple Play

Visit your cell provider's store to help you add apps to your mobile device or modify app settings.

For any further questions feel free to reach out to the Haven Township Board of Supervisors.

TOWN OF HAVEN
SHERBURNE COUNTY
MINNESOTA
NOTICE OF PRIMARY ELECTION
NOTICE OF PUBLIC ACCURACY TESTING

NOTICE IS HEREBY GIVEN that a State Primary Election will be held in Haven Township on Tuesday, August 11, 2026, at the following two Election Precincts:

Precinct 1
Haven Township P1-Town Hall
4230 45th Avenue SE
St. Cloud, MN 56304

Precinct 2
Haven Township P2-Town Hall
4230 45th Avenue SE
St. Cloud, MN 56304

The polls will be open from the hours of 7:00AM until 8:00PM. The purpose of this election is to nominate candidates for the following office, which are to be voted on at the General Election to be held on Tuesday, November 3, 2026:

STATE OFFICES: United States Senator; United States Representative; Governor & Lieutenant Governor; Secretary of State; State Auditor; Attorney General; State Senator; State Representative; Judicial Seats

NOTICE IS HEREBY GIVEN that the Public Accuracy Testing for the local precinct tabulators and assistive ballot marking equipment for both Haven Township Precincts will be conducted on Wednesday, August 5, 2026 beginning at 9:00 AM at the Sherburne County Government Center, located at 13880 Business Center Drive, Elk River, MN 55330 in Maple Rooms A and B. Members of the public, candidates and political party representatives are invited to attend.

Tammy Schefers
Clerk, Haven Township

Published & Posted: June 30, 2026

TOWN OF HAVEN
SHERBURNE COUNTY
MINNESOTA
NOTICE OF FILING FOR TOWN OFFICES TO BE ELECTED

NOTICE IS HEREBY GIVEN to qualified voters of Haven Township, County of Sherburne, State of Minnesota, filing for Town Office will be held for a two-week period. Filing begins on Tuesday, July 14, 2026, and will close on Tuesday, July 28, 2026, at 5:00PM. Affidavits of Candidacy will be accepted for the following offices to be voted on November 3, 2026, Election:

Supervisor C – a four (4) year term

Supervisor D – a four (4) year term

Supervisor E – a four (4) year term
Candidates may only file for one position

Affidavits of Candidacy shall be filed with the Town Clerk by appointment. The filing fee is $2.00 (cash or check only). Contact the Township Clerk Tammy Schefers at (320) 743-3717 to set up appointment to file an Affidavit of Candidacy. Last Day to withdraw once filed is Thursday, July 30, 2026, at 5:00PM.

The Sherburne County Auditor's Office is the designated absentee voting location for the November 3, 2026, Election.

Tammy Schefers
Clerk Haven Township

Publication Dates: June 29, 2026 and June 30, 2026

From: Minnesota Office of the State Auditor
state.auditor@comms.osa.state.mn.us
Subject: OSA Weekly Update - July 2, 2026
Date: Jul 2, 2026 at 12:01:02 PM
To: Tammy Schefers clerk@haventwp.org

OSA Weekly Update - July 2, 2026

View as a webpage





Message from Auditor Blaha

Happy Independence Day! As we celebrate our nation's independence and commemorate America's 250th anniversary, we're reminded that service to your community is an act of patriotism. Through local government, you bring people together, listen and solve problems that hit close to home. Thank you for your dedication to our communities, our state and our country.

The Office of the State Auditor (OSA) will be closed tomorrow in observance of the holiday. I hope you have a safe, relaxing and enjoyable Independence Day weekend!

Opportunity: State Auditor’s Working Group

The State Auditor's Fire Relief Association Working Group will reconvene this summer to identify and work through current and pressing relief association issues.

There are open seats on the Working Group for a trustee or member of a relief association with a defined contribution (split the pie) plan and for an official of a city or town with an affiliated relief association.

If you'd like to be considered, please contact Rose Hennessy Allen at (651) 296-5985 or at **rose.hennessy-allen@osa.state.mn.us**. Please also forward to us any topics that you would like the Working Group to consider this year.

Avoiding Pitfall: Approval of Claims

In many public entities, the governing body must approve the payment of all claims.

Before the governing body’s meeting where the claims will be considered, members should fully review each claim for appropriateness and accuracy. If necessary, the supporting documentation for the claim should be examined.

The minutes of the meeting where the claims are considered should identify the claims that are approved. This can be accomplished by attaching a list of claims to the meeting minutes. The minutes should also reference the total amount of the claims list and identify how each member voted.

The full avoiding pitfall is available on the **OSA website**.



TIF: Annual Reporting Forms Due August 3, 2026

Authorities must submit 2025 TIF Annual Reporting Forms to the OSA using the **State Auditor Form Entry System (SAFES)** or before **August 3, 2026**. Instructions, sample forms, and videos on how to fill out and submit TIF reporting forms are available on the **OSA Website**.

The Office of the State Auditor (OSA) is the constitutional office that oversees more than $40 billion spent annually by local governments and approximately $20 billion in federal dollars spent by the State of Minnesota. The OSA helps to ensure financial integrity and accountability in local government financial activities. Julie Blaha is Minnesota's 19th State Auditor.

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Subject: OSA Weekly Update - July 10, 2026
Date: Jul 10, 2026 at 12:01:29 PM
To: Tammy Schefers clerk@haventwp.org

OSA Weekly Update - July 10, 2026

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Message from Auditor Blaha

The Office of the State Auditor (OSA) is committed to supporting Minnesota's local governments with the resources and guidance they need to fulfill their financial reporting and audit responsibilities.

This summer, I've been connecting with local government units to discuss audit requirements, answer questions and learn about their future audit needs.

Our goal is to provide clear information about the audit process, address common challenges and connect local officials with resources that can help ensure a smooth and successful audit experience.

If you would like to schedule a meeting with me to discuss audit needs, contact External Affairs Specialist Burke Spizale at Burke.Spizale@osa.state.mn.us or (612) 469-4447.

Reminder: Schedule Form Certification Deadline

The 2026 Schedule Form for fire relief associations with a defined benefit lump sum plan is required to be certified on or before **August 1**. The certification is made to the entity responsible for paying the minimum required contribution to the relief association's special fund.

The form is designed to help determine a relief association's projected assets and liabilities for 2026 and the minimum required municipal contribution for 2027. See the OSA's Statement of Position on **Required Municipal Contributions to Fire Relief Associations** for additional information.

Avoiding Pitfall: Management Override

Governmental entities may find themselves dominated by someone who can override internal controls. It may be an elected official or a department head. It may also be a person with a strong personality, or one who has "too many important things to do" to comply with internal control procedures. Left unchecked, "management override" can negate the effectiveness of other internal control measures.

A strong control environment within a public entity sets the tone of the entity's workplace. One of the best ways to reduce the risk of management override is to create a culture where integrity is held in high esteem and practiced every day. The message must be clear: internal control policies and procedures apply to every official, department head and employee. The message should be sent from the top -- an entity's governing body.

In a strong control environment, timely and appropriate actions should be taken when problems are discovered, and employees should feel comfortable reporting irregularities without fear of retaliation.

The full avoiding pitfall is available on the **OSA website**.



TIF: Annual Reporting Forms Due August 3, 2026

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state.auditor@comms.osa.state.mn.us
Subject: OSA Weekly Update - June 18, 2026
Date: Jun 18, 2026 at 2:02:25 PM
To: Tammy Schefers clerk@haventwp.org

OSA Weekly Update - June 18, 2026

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Message from Auditor Blaha

Happy Juneteenth! Our office will be closed on **Friday, June 19**, in observance of Juneteenth, a state and federal holiday commemorating the end of slavery in the United States.

On June 19, 1865, Union troops arrived in Galveston, Texas, and announced that more than 250,000 enslaved Black people in the state were free. Although the Emancipation Proclamation had been issued years earlier, many hadn't received the news of their freedom. Today, this historic moment is celebrated as Juneteenth – a day to honor freedom, reflect on the past, gather with loved ones and look toward a brighter future. It's also a reminder that the work of dismantling systemic racism, oppression and inequity is ongoing.

To learn more about the history and significance of Juneteenth, visit the resources available from the **National Museum of African American History & Culture**. If you're interested in Juneteenth events taking place, here are some ideas from the **Minnesota Office of Ombudsperson for Families**.

Fire Relief Associations: Fundraising Activities

Many local firefighters host fundraising events this time of year to raise money for new fire department equipment or for fire relief association general fund activities, such as annual holiday parties or retirement gifts. It's important that these events clearly identify the entity conducting the solicitation or fundraiser and state the specific intended purpose for which funds are being raised. See the OSA's Statement of Position on **Fire Department and Fire Relief Association Fundraisers and Donations** for more information and guidance.

Avoiding Pitfall: Non-Travel Employee Meal Reimbursement

The cost of meals is normally a personal expense. Government employers may provide meals to their employees only when it is necessary to do so. Generally, such business necessity can be shown when an employee is in travel status.

For those government employers that permit meal reimbursement for non-travel necessary meals, a policy should be adopted setting forth what meals are eligible for reimbursement and requiring that employees seeking reimbursement provide:

- a fully itemized and dated original receipt,
- the reason the meal was necessary, and
- to the extent it constituted a "meeting" that was necessary to hold during a meal time, the identities of all persons attending the meal.

This information will help the government employer monitor employee meal reimbursements to ensure they are authorized and appropriate.

The full avoiding pitfall is available on the **OSA website**.



Local Government Auditor, Senior

The OSA is hiring up to two **Local Government Auditor, Senior** positions based in St. Paul and is hybrid eligible after an initial training period.

This senior level auditor position is responsible for assisting in the audits of local governments by ensuring the appropriate procedures are performed that are necessary to determine the reliability of clients' financial statements and compliance with legal and regulatory requirements.

The job postings closes on **June 22, 2026**.



Cities and Townships: 2025 Annual Financial Reporting Information

For cities and townships reporting on a cash basis of accounting required to have an Audit

(on the regulatory/cash basis) or Agreed Upon Procedures Engagement (AUP) completed, the Reporting Form, Audit or Financial Statements, and AUP are due **June 15, 2026**. For cities and townships reporting on a GAAP basis of accounting, the Reporting Form, Audit and related documents are due by **June 30, 2026**.

Fire Relief Associations: Reporting Reminder

Reporting forms for all fire relief associations are due to the OSA by **June 30, 2026**. See our **Reporting Update** for links to updated training videos and instructions for completing the forms.

Relief associations with at least $750,000 in either special fund assets or liabilities must submit an audit report with their reporting forms, while those with assets and liabilities both below the threshold may submit an agreed-upon procedures (AUP) report with their forms instead of an audit. We've posted a **document** on our website listing each relief association and whether an AUP report or audit report is required to be filed with us this year.

Visit our **Fire Relief Association Reporting Compliance Dashboard** to check on a relief association's reporting status.

Performance Measurement Program Report by July 1, 2026

Participation in the Performance Measurement Program by a city or a county is voluntary. Counties and cities that choose to participate in the standard measures program must officially adopt and implement the ten minimum performance measures and system developed by the Council on Local Results and Innovation (Council).

- **Standard Measures for Cities**
- **Standard Measures for Counties**

In order to receive the per capita reimbursement, counties and cities must email the resolution and document as attachments in .PDF format

to performancemeasures@osa.state.mn.us by **July 1, 2026**.

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From: Minnesota Office of the State Auditor
state.auditor@comms.osa.state.mn.us
Subject: OSA Weekly Update - June 26, 2026
Date: Jun 29, 2026 at 9:42:09 AM
To: Tammy Schefers clerk@haventwp.org

OSA Weekly Update - June 26, 2026

View as a webpage





Message from Auditor Blaha

This week, my Office released the **2024 Municipal Liquor Store Report**. Even as statewide sales dipped slightly, Minnesota's municipal liquor stores delivered another strong year for local communities. These community-owned operations generated increased profits that cities can reinvest in local priorities. From new fire trucks and police equipment to park improvements and other community projects, municipal liquor store profits help fund services and investments that residents rely on every day. The full report is available on the OSA website.

Available: 2026 TIF Training – Live Webinars

The Tax Increment Financing (TIF) Division is pleased to announce the following training opportunities on topics related to TIF. These training topics will be presented as live

webinars at no cost. Recordings of the webinars will also be available after the sessions. Click the links below to register:

- **An Introduction to TIF — Thursday, July 9, 1 - 2 p.m.**
- **TIF Administration for Authority Staff — Thursday, July 16, 1 - 3 p.m.**
- **County Administrators TIF Training — Thursday, July 23, 1 - 3 p.m.**

If you have any questions, contact the TIF Division at **TIF@osa.state.mn.us** or (651) 296-4716.

Reminder: Signing Fire Relief Association Reporting Forms

Relief association reporting form submissions are not complete until they are signed by all required form signers. Reporting forms can be signed electronically in the State Auditor's Form Entry System (SAFES), or paper signature pages can be submitted by email, fax, or mail.

Detailed instructions for the SAFES electronic signature process are provided in our **Reporting Checklist for Fire Relief Associations** and a short instructional video titled "**SAFES: A Complete Guide for Fire Relief Associations**" shows how to navigate and use SAFES.

Released: 2022 Municipal Liquor Store Report

On Thursday, the OSA released the **2024 Analysis of Municipal Liquor Store Operations**. The report provides comparative data on liquor store operations which are owned and operated by Minnesota cities.

View the complete report, which includes an Executive Summary, tables, and graphs on the **OSA website**.

Avoiding Pitfall: Monitor Contract Prices of Supplies

Public entities often enter into contracts to purchase supplies based upon the prices offered by the vendor on those supplies. When the supplies are actually purchased, the public entity should confirm that the prices charged by the vendor match the prices offered by the vendor when the original contract was signed.

In the past, allegations have been made in other states that vendors switched government customers from one pricing plan to another plan without the customers' full understanding or knowledge. In 2014, for instance, Office Depot entered into numerous settlements with various states to resolve allegations of overcharging governmental customers; the settlement with the State of California alone was for $80 million. More recently, in 2020, the wireless carriers AT&T and Verizon agreed to pay a total of $127 million to 300 state and local government entities in California and Nevada to settle allegations that the carriers violated contractual promises to charge the entities "the lowest cost available." Comparing contract prices or charging promises to the actual prices charged and raising questions as needed may help detect or prevent overpayment.

The full avoiding pitfall is available on the **OSA website**.



Cities and Townships: 2025 Annual Financial Reporting Information

For cities and townships reporting on a cash basis of accounting required to have an Audit (on the regulatory/cash basis) or Agreed Upon Procedures Engagement (AUP) completed, the Reporting Form, Audit or Financial Statements, and AUP are due **June 15, 2026**. For cities and townships reporting on a GAAP basis of accounting, the Reporting Form, Audit and related documents are due by **June 30, 2026**.

Fire Relief Associations: Reporting Reminder

Reporting forms for all fire relief associations are due to the OSA by **June 30, 2026**. See our **Reporting Update** for links to updated training videos and instructions for completing the forms.

Relief associations with at least $750,000 in either special fund assets or liabilities must submit an audit report with their reporting forms, while those with assets and liabilities both below the threshold may submit an agreed-upon procedures (AUP) report with their forms instead of an audit. We've posted a **document** on our website listing each relief association and whether an AUP report or audit report is required to be filed with us this year.

Visit our **Fire Relief Association Reporting Compliance Dashboard** to check on a relief association's reporting status.

Performance Measurement Program Report by July 1, 2026

Participation in the Performance Measurement Program by a city or a county is voluntary. Counties and cities that choose to participate in the standard measures program must officially adopt and implement the ten minimum performance measures and system developed by the Council on Local Results and Innovation (Council).

- **Standard Measures for Cities**
- **Standard Measures for Counties**

In order to receive the per capita reimbursement, counties and cities must email the resolution and document as attachments in .PDF format to **performancemeasures@osa.state.mn.us** by **July 1, 2026**.

The Office of the State Auditor (OSA) is the constitutional office that oversees more than $40 billion spent annually by local governments and approximately $20 billion in federal dollars spent by the State of Minnesota. The OSA helps to ensure financial integrity and accountability in local government financial activities. Julie Blaha is Minnesota's 19th State Auditor.

Office of the Minnesota State Auditor

525 Park Street, Suite 500, St. Paul, Minnesota 55103
www.osa.state.mn.us | (651) 296 - 2551 | Contact us



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This email was sent to clerk@haventwp.org using govDelivery Communications Cloud on behalf of: Office of the Minnesota State Auditor · 525 Park Street - Suite 500 · St. Paul, MN 55103

govDELIVERY

Pearson Bros., Inc.

11079 Lamont Avenue N.E. ~ Hanover, MN 55341
Phone: (763) 391-6622 ~~ Fax: (763) 391-6627

ATTENTION: **Joe Then**

PHONE #: **320-743-3717** **FAX #:** Joe Then <SupervisorThen@haventwp.org>

JOB LOCATION: **Haven Twp**
ADDRESS:

DATE: **July 7, 2026**

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR: (12,301) APPROX. SQUARE YARDS OF BITUMINOUS SEAL COATING.

PRE-SEAL: Area to be swept by Pearson Bros., Inc.

LIQUID APPLICATION: Pearson Bros., Inc. will furnish and install CRS-2 Liquid Asphalt at .28 gallons per square yard.

AGGREGATE COVER: Pearson Bros., Inc. will furnish and install FA-2 Class A 15 lbs per square yard.

ROLLING: Entire area shall be rolled with (2) Eleven (11) Wheel Pneumatic Tire Rollers.

PICK- UP SWEEP: Excess rock shall be picked up by and disposed of by Pearson Bros., Inc.

START DATE: No earlier than: May 15, 2026 **COMPLETION DATE: No later than: Sep 15th, 2026**

We Proposed Hereby to Furnish Material and Labor -- Complete in Accordance with the Above Specifications,
for the Sum of: $36,903.00 **Chip & Fog Seal**

Payment Due Upon Completion

AUTHORIZED SIGNATURE: _____

TODD BARTELS
PEARSON BROS., INC.

ACCEPTANCE OF PROPOSAL -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE: _____

DATE: _____

Proposal good for 30 days. Please read and initial disclaimer - Bottom right tab

Haven Twp				
Street	**Length**	**Width**	**Sq Feet**	**Sq Yards**
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
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			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			TOTAL	**0**
City is responsible to confirm all measurements - PBI charges for actual square yards				

Contractor	SQ Yds	Total Amount	Per Sq Yd	

Pearson Bros, Inc Disclaimer				
Yardage:				
Unless otherwise specified, all projects will be billed for actual area at the				
measure if requested. While we do our best provide accurate estimates o				
chip sealed, errors can occur. Whether we are using satelitte or online te				
or an error is made during the measuring and calculating process, errors				
INITIAL _____				
Vegetation:				
Pearson Bros, Inc. provides a pre-sweep prior to installation. During the o				
summer, weeds and vegetation can grow in the cracks and alongthe edg				
Pearson Bros, Inc. is not responsible for removal of vegetation. The own				
for any removal and cleaning of vegetation and weeds, as well as excess				
INITIAL _____				
Car Spots / Dumpsters / Etc.				
In the event we are not able to chip seal (or post sweep) an area due to a				
obstruction, Pearson Bros, Inc. has a minimum charge of $2,500.00 to m				
area, and a $500 minimum charge to mobiliize and sweep the missed are				
and size of the missed area, the charge could be greater than the minimu				
INITIAL _____				

From: MP Asphalt Maintenance quickbooks@notification.intuit.com
Subject: Invoice - Reminder: Your payment to MP Asphalt Maintenance is due
Date: Jul 5, 2026 at 2:13:56 AM
To: Joe Then supervisorthen@haventwp.org



Your invoice is ready!

BALANCE DUE

$76,118.75

View and pay

Dear Haven TWP,

We're sending a reminder to let you know that invoice 26083 has not been paid. If you already paid this invoice or have any questions, let us know!

Have a great day!
MP Asphalt Maintenance

Bill to	Haven TWP 4230 45th Ave SE Saint Cloud, MN 56304
Terms	Net 15
P.o. number	Chip seal
Sales rep	Matt Leaf

Asphalt work $76,118.75

Chip seal

1 X $76,118.75

Subtotal	$76,118.75
Tax	$0.00
Total	$76,118.75
Balance due	$76,118.75

View and pay

MP Asphalt Maintenance

3315 Aetna Ave NE Buffalo, MN 55313 US

matt@mpasphalt.net

If you receive an email that seems fraudulent, please check with the business owner before paying.

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Invoice

MP Asphalt Maintenance
3315 Aetna Ave NE
Buffalo, MN 55313 US
matt@mpasphalt.net

BILL TO
Haven TWP
4230 45th Ave SE
Saint Cloud, MN 56304

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
26083	06/19/2026	$76,118.75	07/04/2026	Net 15	

P.O. NUMBER
Chip seal

SALES REP
Matt Leaf

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Asphalt work	Chip seal	1	76,118.75	76,118.75

Ways to pay

View and pay

SUBTOTAL	76,118.75
TAX	0.00
TOTAL	76,118.75
BALANCE DUE	**$76,118.75**

From: Todd Bartels todd@pearsonbrosinc.com
Subject: Re: Request For Bid Avon Township
Date: Jul 8, 2026 at 11:07:27 AM
To: Joe Then supervisorthen@haventwp.org

Joe:

Revised proposal with Haven Twp added

Sorry about that!

Talk on the 21st!

Todd

Todd Bartels
General Manager
Pearson Bros, Inc.
11079 Lamont Ave NE
Hanover, MN 55341
763-391-6622 Office
763-391-6627 Fax
612-363-6206 Mobile

From: Joe Then <SupervisorThen@haventwp.org>
Date: Tuesday, July 7, 2026 at 4:18 PM
To: Todd Bartels <todd@pearsonbrosinc.com>
Cc: Eric Meyer <SupervisorMeyer@haventwp.org>
Subject: Re: Request For Bid Avon Township

Todd,
Your bid has been received and will be reviewed at our next Township Board meeting on 20-Jul-26. A decision will be made that evening.

Please confirm the job location. On the bid proposal that was submitted, the job location is listed as 'Avon Township'. This job location is actually Haven Township, located south east of the city of St. Cloud.

Thank you.

Joe Then
Supervisor
320-743-3717
Direct: 320-406-1436

On Jul 7, 2026, at 12:45 PM, Todd Bartels <todd@pearsonbrosinc.com> wrote:

Joe:

Please find our proposal attached.

$36,903.00 Chip & Fog Seal

Please confirm receipt.

We would need to confirm this work as soon as possible to get it on the 2026 schedule. Can you let me know when you would expect approval of work?

Thanks,

Todd

Todd Bartels
General Manager
Pearson Bros, Inc.
11079 Lamont Ave NE
Hanover, MN 55341
763-391-6622 Office
763-391-6627 Fax
612-363-6206 Mobile

From: Joe Then <SupervisorThen@haventwp.org>
Date: Wednesday, July 1, 2026 at 12:06 PM
To: Todd Bartels <todd@pearsonbrosinc.com>
Cc: Eric Meyer <SupervisorMeyer@haventwp.org>
Subject: Request For Bid

Todd,

Haven Township is requesting bids for chip and fog sealing roads in the township.

Bids are being requested for the following roads.

1. 50th Ave SE from County Rd 16 to 65th St SE.

2. 45th Ave SE from County Rd 16 to 64th St SE.

See attached map for location of work. The work would consist of chip sealing these roads followed approximately 1 month later by a fog seal over the chips.

If interested, please submit bids for this work by Wednesday 15-July-2026.

Thank you

Joe Then
Supervisor
320-743-3717
Direct: 320-406-1436



Haven Twp - 2026.xls
59 KB

From: Joe Then supervisorthen@haventwp.org
Subject: Request For Bid
Date: Jul 1, 2026 at 12:03:27 PM
To: Hanson Paving quotes@hansonpaving.com
Cc: Eric Meyer supervisormeyer@haventwp.org

Haven Township is requesting bids for chip and fog sealing roads in the township.

Bids are being requested for the following roads.

1. 50th Ave SE from County Rd 16 to 65th St SE.

2. 45th Ave SE from County Rd 16 to 64th St SE.

See attached map for location of work. The work would consist of chip sealing these roads followed approximately 1 month later by a fog seal over the chips.

If interested, please submit bids for this work by Wednesday 15-July-2026.

Thank you

Joe Then
Supervisor
320-743-3717
Direct: 320-406-1436

From: Joe Then supervisorthen@haventwp.org
Subject: Request For Bid
Date: Jul 1, 2026 at 12:06:04 PM
To: Todd Bartels todd@pearsonbrosinc.com
Cc: Eric Meyer supervisormeyer@haventwp.org

Todd,

Haven Township is requesting bids for chip and fog sealing roads in the township.

Bids are being requested for the following roads.

1. 50th Ave SE from County Rd 16 to 65th St SE.

2. 45th Ave SE from County Rd 16 to 64th St SE.

See attached map for location of work. The work would consist of chip sealing these roads followed approximately 1 month later by a fog seal over the chips.

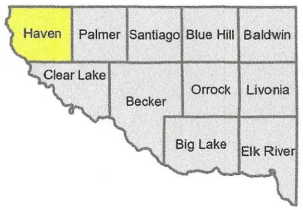
If interested, please submit bids for this work by Wednesday 15-July-2026.

Thank you

Joe Then
Supervisor
320-743-3717
Direct: 320-406-1436

Haven Township

T 35 N. - R 30-31 W.



N
W E
S

0 0.5 1
Miles

Roads

- US Highway
- State Highway
- County State Aid Highway (CSAH)
- Municipal State Aid Street (MSAS)
- County Road
- Township Road
- City Street
- Forest Road
- Refuge Road
- Private Road

- Section Lines
- City Limits

DISCLAIMER: Sherburne County does not warrant the accuracy nor the correctness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including loss of business, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed. Any errors or omissions should be reported to Sherburne County Public Works.

Path: H:\GIS\GIS_Maps\InternetMaps\Haven\HavenMaps\HavenMaps.aprx
Map Created: 6/27/2012
Map Updated: 9/24/2020

