LINWOOD TOWNSHIP

ANOKA COUNTY
22817 Typo Creek Drive N.E.
Stacy, Minnesota 55079
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Email: info@linwoodtownship.org
Website: http://linwoodtownshipmn.gov

AGENDA
Town Board Meeting
Tuesday, August 25, 2026 - 6:30 pm
Town Hall Chambers

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC FORUM

This is an opportunity for residents to present items to the Board that are not on the agenda. Each presentation is limited to three (3) minutes, and a maximum of fifteen minutes is set aside. If your item needs follow-up from the Township, Staff will arrange for that.

5. CONSIDERATION AND APPROVAL OF AGENDA

6. CONSIDERATION AND APPROVAL OF CONSENT AGENDA

6.1 Claims List for Approval $365,796.40
6.2 Payroll for Approval $13,522.47
6.3 RFA – Use of County Forfeiture Funds for Support of Alexandra House
6.4 RFA – Renumbering of Resolutions 2026-011 and 2026-012
6.5 RFA – Purchase of Apple iPad Air 13-inch

7. NEW BUSINESS

7.1 Accessory Structure Ordinance – Cindy Nash
7.1.1 Memo
7.1.2 Redlined Ordinance
7.1.3 Ordinance for Adoption
7.2 RFA – Acceptance of Resignation of Julie Dahnke – Alicia Morris
7.3 Interview Process – Darryl Ballman
7.3.1 RFA – Authorization to Begin Interview Process for Two Open Fire Department Positions

8. UPCOMING MEETINGS

8.1 Town Board Monthly Workshop – September 1, 2026 at 5:30PM

8.2 Town Board Workshop – September 8, 2026 at 5:30PM

8.3 School Forest – August 31, 2026 at 6:00PM

The next Regular Town Board Meeting is scheduled for September 8, 2026 at 6:30PM

9. ADJOURNMENT

Linwood Township

	Date	Vendor name	Description	Bill number	Transaction amount	Line no.	Account	Account title	Fund ID	Fund name	Department ID	Department name
0145093-4812-5												
	08/25/2026	Waste Management	Waste Services 07/01/26-07/31/26	0145093-4812-5	24.31	1	51384	Refuse Disposal	100	General Fund	41940	General Government Buildings and Plant
	08/25/2026	Waste Management	Waste Services 07/01/26-07/31/26	0145093-4812-5	24.31	2	51384	Refuse Disposal	100	General Fund	43127	Road & Bridge
	08/25/2026	Waste Management	Waste Services 07/01/26-07/31/26	0145093-4812-5	48.61	3	51384	Refuse Disposal	100	General Fund	42401	Building Inspections Administration
	08/25/2026	Waste Management	Waste Services 07/01/26-07/31/26	0145093-4812-5	48.61	4	51384	Refuse Disposal	225	Fire Fund	42210	Fire Administration
	08/25/2026	Waste Management	Waste Services 07/01/26-07/31/26	0145093-4812-5	48.61	5	51384	Refuse Disposal	100	General Fund	45186	Senior Citizens Recreation
	08/25/2026	Waste Management	Waste Services 07/01/26-07/31/26	0145093-4812-5	48.61	6	51384	Refuse Disposal	100	General Fund	45200	Parks and Recreation
	08/25/2026	Waste Management	Waste Services 07/01/26-07/31/26	0145093-4812-5	396.66	7	51386	Cardboard/ Co-Mingle Disposal	100	General Fund	43211	Recycling Administration
Sum for 0145093-4812-5					**639.72**							
1109875												
	08/25/2026	ECM Publishers	Aug 18 PH Zoning Ord Amend	1109875	29.20	1	51351	Legal Notices Publishing	100	General Fund	41910	Planning and Zoning
Sum for 1109875					**29.20**							
18752												
	08/25/2026	Fire Catt, LLC	Fire Hose/ Ground Ladder Testing	18752	3,306.00	1	51217	Operating Supplies	225	Fire Fund	42210	Fire Administration
Sum for 18752					**3,306.00**							
2026-026												
	08/25/2026	Wolf River Electric	80% Refund for cancelled permit	2026-026	965.52	1	51820	Escrow Refund	810	Escrow Fund	41910	Planning and Zoning
Sum for 2026-026					**965.52**							
8770												
	08/25/2026	Recycle Technologies	Bulbs & Light Fixtures	8770	237.88	1	51384	Refuse Disposal	245	Recycling Fund	43211	Recycling Administration
Sum for 8770					**237.88**							
CINV26-011794												
	08/25/2026	Anoka County Treasury Office	3-Standard Palm Microphones picked up 5/21/26	CINV26-011794	168.75	1	51240	Small Tools and Minor Equipment	225	Fire Fund	42210	Fire Administration
Sum for CINV26-011794					**168.75**							

Linwood Township

	Date	Vendor name	Description	Bill number	Transaction amount	Line no.	Account	Account title	Fund ID	Fund name	Department ID	Department name
DW-25-11												
	08/25/2026	Ivan Dimov	23912 W Fawn Rd NE Driveway Escrow Refund	DW-25-11	800.00	1	51820	Escrow Refund	810	Escrow Fund	41910	Planning and Zoning
Sum for DW-25-11					**800.00**							
DW-26-01												
	08/25/2026	Sherco Construction	23964 Taurus St Driveway Escrow Refund	DW-26-01	800.00	1	51820	Escrow Refund	810	Escrow Fund	41910	Planning and Zoning
Sum for DW-26-01					**800.00**							
DW-26-02												
	08/20/2026	Peter Tholen	23650 Ussuri St Driveway Escrow Refund	DW-26-02	800.00	1	51820	Escrow Refund	810	Escrow Fund	41910	Planning and Zoning
Sum for DW-26-02					**800.00**							
July26												
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	209.93	1	51381	Electric Utilities	100	General Fund	41940	General Government Buildings and Plant
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	544.33	2	51381	Electric Utilities	225	Fire Fund	42210	Fire Administration
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	16.20	3	51381	Electric Utilities	100	General Fund	43000	Public Works
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	16.93	4	51381	Electric Utilities	100	General Fund	49010	Cemetery
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	319.55	5	51381	Electric Utilities	100	General Fund	43127	Road & Bridge
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	116.06	6	51381	Electric Utilities	100	General Fund	42401	Building Inspections Administration
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	116.06	7	51381	Electric Utilities	232	Police Fund	42123	Patrol
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	212.76	8	51381	Electric Utilities	100	General Fund	45186	Senior Citizens Recreation
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	209.90	9	51381	Electric Utilities	100	General Fund	45200	Parks and Recreation
	08/20/2026	Connexus Energy	Electric service - July 2026	July26	99.53	10	51381	Electric Utilities	100	General Fund	43211	Recycling Administration
	08/20/2026	MidCo		July26	134.40	1	51321	Telephone	225	Fire Fund	42210	Fire Administration
	08/20/2026	MidCo		July26	180.74	2	51321	Telephone	245	Recycling Fund	43211	Recycling Administration
Sum for July26					**2,176.39**							
MLRPE1												
	08/25/2026	Knife River corporation - North Central	Martin Lake Rd Pay Estimate 1	MLRPE1	355,819.36	1	51405	Road Rep/ Maint--Contractual	100	General Fund	43127	Road & Bridge
Sum for MLRPE1					**355,819.36**							

Linwood Township

	Date	Vendor name	Description	Bill number	Transaction amount	Line no.	Account	Account title	Fund ID	Fund name	Department ID	Department name
Reim0826												
	08/25/2026	Sarah Raymond	Floor Wax & Aldi	Reim0826	20.14	1	51437	Meals/ Food/Beverages	100	General Fund	45186	Senior Citizens Recreation
	08/25/2026	Sarah Raymond	Floor Wax & Aldi	Reim0826	33.44	2	51331	Mileage	100	General Fund	45186	Senior Citizens Recreation
Sum for Reim0826					**53.58**							
Sum Total					**365,796.40**							

REQUEST FOR ACTION

Date: 08/20/26
To: Linwood Town Board
From: Andy Luedtke
Re: Use of County Forfeiture Funds for Support of Alexandra House

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Background

At the 08/13/26 workshop Alexandra House presented to the board the mission and purpose of the organization along with a listing of their services provided. Those services included legal advocacy, support services, violence prevention programs, elder abuse services, community education and professional training. These are provided throughout the county, but also directly to families in Linwood Township during very difficult times. In terms of township support, the discussion also included the possibility of forfeiture funds being distributed to the town from the county to aid in supporting the mission of Alexandra House. In following up with the County Attorney's Office, they stated that if Linwood Township would like the support of the County Attorney's Office to enhance its ability to respond to and support victims of domestic violence by supporting Alexandra House, the office would annually contribute from its forfeiture funds (proceeds recovered from criminal activity), the sum of $2500 to Linwood Township. Linwood Township can then pay those funds over to Alexandra House and work with Alexandra House to increase public awareness of Alexandra House and its resources around the township. Financial support would arise in the form of an annual request to the County Attorney's Office by town staff. Moving forward, the understanding from the town is that annual commitment is limited to availability of ample funds in the office's forfeiture fund (and that is not a problem for the foreseeable future). Regarding working with Alexandra House to increase public awareness of the organization, the town can continue to support the mission by participating in Domestic Violence Awareness Month and the Purple Lights Campaign as it has done in past years.

For more information about Alexandra House please visit https://www.alexandrahouse.org/

Recommendation

To partner with the Anoka County Attorney's Office by requesting $2500 annually to support victims and families dealing with domestic violence and to increase public awareness of the services offered by Alexandra House within the town.

Financial Impact

No impact on the township.

Recommended Motion

Motion to direct staff to request make a request to the Anoka County Attorney's Office for $2500 annually to support victims and families dealing with domestic violence and to increase public awareness of the services offered by Alexandra House within the town.

Attachments

None

Request for Action

Date: 08/25/2026
To: Linwood Town Board
From: Alicia Morris
Re: Renumbering of Resolutions 2026-011 and 2026-012

Background:
At a prior meeting, two separate resolutions were assigned the same resolution number, 2026-011. To correct the numbering and ensure that each resolution has a unique and accurate record number, staff recommends renumbering the affected resolutions as follows:

- Resolution 2026-011: Resolution approving a variance related to a shared driveway access for a development known as Pajtsheng and Ntxhi Estates will be renumbered Resolution 2026-013.
- Resolution 2026-012: Resolution authorizing contract with interested officer will be renumbered Resolution 2026-014.

The adjustment is administrative in nature and is intended to correct the duplicate resolution numbering in the Township's records.

Reasons for Approval

1. **Correction of Duplicate Resolution Number**
   - Two resolutions were inadvertently assigned to the resolution number 2026-011.
   - Each resolution should have a unique resolution number for accurate identification and recordkeeping.
   - Renumbering the resolutions will eliminate the duplicate number and provide a clear record of Township actions.

Recommendation
Staff recommends that the Town Board approve the renumbering of the resolutions as follows:

1. Renumber Resolution 2026-011, approving a variance related to shared driveway access for a development known as Pajtsheng and Ntxhi Estates, to Resolution 2026-013.
2. Renumber Resolution 2026-012, authorizing contract with interested officer, to Resolution 2026-014.

If approved, staff will:

- Update the official resolution records to reflect the corrected resolution numbers.
- Correct Township records as necessary.

Financial Impact

There is no financial impact associated with this administrative correction.

Proposed Motion

Motion to approve the renumbering of the Township resolutions as follows: Resolution 2026-011, approving a variance related to a shared driveway access for a development known as Pajtsheng and Ntxhi Estates, shall be renumbered Resolution 2026-013; and Resolution 2026-012, authorizing contract with interested officer, shall be renumbered Resolution 2026-014, due to the inadvertent assignment of the same resolution number to two resolutions.

Request for Action

To: Linwood Township Town Board
From: Fire Chief
Department: Linwood Fire Department
Date: August 25, 2026
Subject: Request for Action – Purchase of Apple iPad Air 13-inch

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PURPOSE

The purpose of this Request for Action is to request approval for the purchase of an **Apple iPad Air 13-inch, 128GB (M4), 2026 model** for use by the Linwood Fire Department.

REQUEST

I am requesting authorization to purchase one **Apple iPad Air 13-inch, 128GB (M4)** at a total purchase price of **$999.99**, through **AT&T**, with an associated monthly service cost of approximately **$35.00 per month**.

The iPad would be used for official Linwood Fire Department business, including access to department documents, incident information, training materials, email, communications, apparatus information, and other operational resources.

JUSTIFICATION

A department-issued iPad would provide a portable and efficient resource for fire department operations. The device would allow personnel to access important information while at the station, during training, at incidents, and while conducting department business away from the station.

The device would also provide the department with a dedicated piece of technology that can be maintained and managed for official department use.

COST

- **Apple iPad Air 13-inch, 128GB (M4), 2026:** $999.99
- **AT&T monthly service:** Approximately $35.00 per month
- **Annual service cost:** Approximately $420.00
- **First-year estimated cost:** Approximately $1,419.99

The purchase and monthly service would be subject to the Township's applicable purchasing and budgeting requirements.

RECOMMENDED ACTION

Motion: I move to approve the purchase of one **Apple iPad Air 13-inch, 128GB (M4), 2026 model**, in the amount of **$999.99**, through **AT&T**, and authorize the associated monthly service cost of approximately **$35.00 per month** for official Linwood Fire Department use.

Respectfully submitted,

Darryl Ballman
Fire Chief
Linwood Fire Department

Collaborative Planning, LLC

Memorandum

Date:	**August 20, 2026**
To:	**Linwood Township Board of Supervisors**
From:	**Cindy Nash, AICP, EDFP**
RE:	**Accessory Buildings – Ordinance Amendment**

Attached for review and discussion is a draft redline and clean version of the accessory structure section of the zoning ordinance. This ordinance was reviewed by the Planning Commission at their August meeting and they recommended approval. The draft in the packet contains their proposed language, and also contains the following additional changes proposed by Rum River Consultants for clarify:

1. Clarification that the private garage allowed under Section 30-670 does not count toward either the total number of accessory structure or the maximum accessory building square footage under Sectio n 30-671.
2. Clarification of the language in Section 30-671 related to the size of an attached garage relative to the size of the habitable portion of the building.
3. Adjusting the language related to "harmonious" and "compatible" so that it is consistent throughout the ordinance.

Board of Supervisors options are the following:

Option 1: Adopt the ordinance as included in the packet.

Option 2: Propose changes to the ordinance. These could be added as part of a motion to approve, or they can be a direction to staff to amend the ordinance to address Board suggestions and then bring back to a future meeting.

Option 3: No action. The ordinance would then not move forward.

PO Box 251, Medina, MN 55340
Phone 763.473.0569

DIVISION 3. ACCESSORY USES, BUILDINGS AND STRUCTURES

Sec. 30-665. Where permitted.

Accessory buildings and structures of any kind (pole barn construction or frame construction) are permitted in the R-A and R-1 districts, subject to the restrictions in this division.

(Code 2004, § 807.03(subd. 3(intro. ¶)); Ord. No. 143, § 8(intro. ¶), 3-12-2013; Ord. No. 169, § B(intro. ¶), 5-22-2018)

Sec. 30-666. Construction on parcel without principal dwelling unit.

No accessory building or use shall be constructed or developed on a parcel of land without a principal dwelling unit except under the following conditions:

(1) ~~If a building permit for a dwelling unit and a detached accessory building or structure has been issued and adequate progress (footings and foundation block work) has been made on the construction of the dwelling, the accessory building may be completed and used for storage.~~

(2) If the dwelling unit of the property owner is located on a parcel of land which is adjacent to and contiguous with a parcel proposed for an accessory building or structure, and the parcels have been ~~joined under one property identification number in the offices of the county treasurer~~combined under one legal description and deed with ~~and~~ the county recorder, the building official may issue a permit for building ~~on the vacant parcel~~.

(3) If the dwelling unit of the property owner is located on a parcel of land which is separated by a road or by another parcel from a parcel proposed for an accessory building or structure, the building official may issue a permit for the accessory building on the vacant parcel, provided that:

   a. The owner has received the approval of the town board following the recommendation of the planning and zoning commission; and

   b. The owner has provided proof that the parcels will not be conveyed separately from one another by a fully executed appropriate restrictive covenant which shall be recorded prior to issuance of a building permit.

(Code 2004, § 807.03(subd. 3(1)); Ord. No. 143, § 8(1)(A)—(C), 3-12-2013; Ord. No. 169, § B(1), 5-22-2018; Ord. No. 208, § 3, 3-28-2023)

Sec. 30-667. Portable storage structures.

The use of portable storage structures is allowed under the following conditions:

(1) There shall be no more than one portable storage structure per property.

(2) The portable storage structure must be setback a minimum of ten feet from side and rear property lines and 30 feet from road right-of-way.

(3) The structure may not be on permanent footings, and shall be no more than ~~250~~ 200 square feet in size.

(4) Exterior shall be maintained free from extensive dilapidation due to cracks, tears, breaks, rust, snow or wind damage or deterioration of plastic, fabric, vinyl, aluminum or other materials.

(5) Violations shall be corrected or removed within 30 days.

(Code 2004, § 807.03(subd. 3(2)); Ord. No. 169, § B(2), 5-22-2018; Ord. No. 208, § 4, 3-28-2023)

Sec. 30-668. Accessory buildings and structures in the R-1 district.

(a) *Generally.* The accessory buildings and structures specific requirements in the Single-Family Residential (R-1) District are set forth in this section.

(b) *Sidewall specifications.* An accessory building or a private garage shall have sidewalls as follows:

(1) *One story.* A minimum of eight feet high and a maximum as set for the acreage in sections 30-671 and 30-672; or

(2) *Two stories.* Ceiling height on lower level not to exceed nine feet and upper level not to exceed eight feet. The second story of an accessory building will have a complete floor.

(c) *Maximum height.* The maximum height shall not exceed the height allowed under ~~allowed under division 15~~Section 30-1021 ~~of this article.~~

(Code 2004, § 807.03(subd. 3(3)); Ord. No. 169, § B(3), 5-22-2018; Ord. No. 188, § A, 2-23-2021; Ord. No. 199, § 4, 9-27-2022; Ord. No. 208, § 5, 3-28-2023)

Sec. 30-669. Harmony with dwelling unit.

Except as provided in this division, private garages and accessory buildings shall be harmonious with the style and color of the siding and roofing of the dwelling unit.

(Code 2004, § 807.03(subd. 3(4)); Ord. No. 169, § B(4), 5-22-2018)

Sec. 30-670. Garages.

All parcels with an existing dwelling unit that does not have an attached garage shall be allowed to have a ~~minimum~~ garage not exceeding the size of 24 feet by 24 feet with nine-foot sidewalls and a maximum roof pitch of 6/12 as long as it meets setback requirements and the impervious surface coverage limitations of Section 30-674. ~~.~~ The garage permitted under this section shall not county toward the total number of accessory buildings or the maximum cumulative square footage allowed on the property under Section 30-671.

(Code 2004, § 807.03(subd. 3(5)); Ord. No. 169, § B(5), 5-22-2018)

Sec. 30-671. Limitations on accessory buildings and structures in the R-1 and R-A district.

The following are limitations on accessory buildings and structures in the Single-Family Residential (R-1) and the Residential-Agriculture (R-A) Districts:

(1) ~~(1)~~ A parcel of land that is smaller than 5 acres may have one dwelling unit, ~~one private garage (whether attached or detached)~~, ~~and one~~ two accessory buildings or structures, and one storage shed up to 200 square feet in size, and one portable storage structure.

~~(1)~~(2) **A parcel of land that is five acres or larger may have one dwelling unit, up to three accessory buildings or structures, two storage sheds up to 200 square feet in size, and one portable storage structure.**

(~~2~~3) The maximum cumulative size of detached ~~an aa~~ccessory buildings shall be subject to buildable area limitations in section 30-676 and limited by the size of the parcel as follows:

Buildable Area Limitations of Accessory Buildings in R-1 and R-A Zoning Districts

Parcel Size (*)	Maximum Cumulative Square footage (including lean-tos)	Maximum Sidewall Height
1.49 or less acres	~~Maximum size of~~ 1,200 sq. ft. ~~with 12' sidewalls maximum~~	12 feet
1.5 to 2.49 acres	~~Maximum size of~~ 1,800 sq. ft. ~~with 12' sidewalls maximum~~	12 feet
2.5 to 3.99 acres	~~Maximum size of~~ 2,400 sq. ft. ~~with 14' sidewalls maximum~~	14 feet
4.0 acres ~~and larger~~to 4.99 acres	~~Maximum size of~~ 3,600 sq. ft. ~~with 14' sidewalls maximum~~	14 feet
5.0 acres to 7.5 acres	4,000 square feet	14 feet
7.51 acres to 10 acres	5,000 square feet	14 feet
10 acres to 14.99 acres	7,500 square feet	16 feet
15 acres and larger	10,000 square feet	16 feet

* NOTE: When determining parcel size, the acreage in the Anoka County GIS shall be used unless the applicant provides a survey signed by a professional licensed by the State of Minnesota that includes a different parcel size.

~~(3) The maximum cumulative square footage may not exceed 3,600 square feet on any size parcel in this zoning district.~~

~~a. The area of a lean-to shall be included in the allowable square footage of detached accessory buildings or structures.~~

~~b. The area of a storage shed shall not be included in the allowable square footage of detached accessory buildings or structures.~~

(44) An attached ~~private~~ garage~~, whether attached or detached,~~ shall be no larger than 1,200 square feet. At least 50% of the footprint of a building that contains a dwelling with an attached private garage shall consist of enclosed habitable living space (the footprint of the habitable living portion of the home must be at least equal to the footprint of the attached garage). ~~The area of a lean-to which is attached to the structure shall be included in the allowable square footage of the private garage.~~

(5) Storage sheds shall be no more than 200 square feet and shall be limited to a sidewall height no greater than eight feet. Storage sheds shall comply with all setback requirements, but are not counted toward the maximum cumulative accessory structure square footage provided they do not exceed the number of permitted storage sheds.

(Code 2004, § 807.03(subd. 3(6)); Ord. No. 169, § B(6), 5-22-2018; Ord. No. 181, § 1, 5-28-2019; Ord. No. 188, §§ B, C, 2-23-2021)

~~Sec. 30-672. Specific requirements in the R-A district.~~

~~The accessory buildings and structures specific requirements in the Residential-Agricultural (R-A) District are as follows:~~

~~(1) A parcel of land that is smaller than six acres may have one dwelling unit, one private garage (whether attached or detached), one accessory building or structure, one storage shed up to 200 square feet, and one portable storage structure.~~

~~(2) A parcel of land that is six acres or larger may have one dwelling unit, one private garage (whether attached or detached), up to three accessory buildings or structures, two storage sheds up to 200 square feet, and one portable storage structure.~~

~~(3) The maximum size of an accessory building shall be subject to buildable area limitations in section 30-673 and limited by the size of the parcel as follows:~~

~~Buildable Area Limitations of Accessory Buildings in R-A District~~

~~1.49 or less acres~~	~~Maximum size of 1,200 sq. ft. with 12' sidewalls maximum~~
~~1.5 to 2.49 acres~~	~~Maximum size of 1,800 sq. ft. with 12' sidewalls maximum~~
~~2.5 to 3.99 acres~~	~~Maximum size of 2,400 sq. ft. with 14' sidewalls maximum~~
~~4.0 acres and larger~~	~~Maximum size of 3,600 sq. ft. with 14' sidewalls maximum~~

(4) ~~The maximum cumulative square footage may not exceed 3,600 square feet on any parcel in this zoning district.~~

~~a. The area of a lean-to shall be included in the allowable square footage of detached accessory buildings or structures.~~

~~b. The area of a storage shed shall not be included in the allowable square footage of detached accessory buildings or structures.~~

~~(5) A private garage (whether attached or detached) shall be no larger than 1,200 square feet. The area of a lean-to which is attached to the structure shall be included in the allowable square footage of the private garage.~~

~~(6) Storage sheds shall be no more than 200 square feet and shall be limited to a sidewall height no greater than eight feet.~~

~~a. Storage sheds less than 120 square feet do not require a building or zoning permit unless they are built on a permanent concrete foundation or are served with electricity.~~

~~b. Storage sheds 120 square feet to 200 square feet require a zoning permit.~~

~~c. Storage sheds shall comply with all setback and building requirements.~~

~~(Code 2004, § 807.03(subd. 3(7)); Ord. No. 169, § B(7), 5-22-2018; Ord. No. 181, § 1, 5-28-2019; Ord. No. 188, §§ D—F, 2-23-2021)~~

Sec. 30-673. Lot acreage; building site elevation.

Building site itself must be at least two feet above mottled soil. This shall be considered high ground for accessory building purposes.

(Code 2004, § 807.03(subd. 3(8)); Ord. No. 169, § B(8), 5-22-2018; Ord. No. 199, § 4, 9-27-2022)

Sec. 30-674. Maximum combined area.

The combined area of all buildings and impervious surface on a parcel of land may not exceed 25 percent of the total area of the parcel or 25 percent of the buildable area whichever is more restrictive.

(1) Permeable pavers of any type are not permitted to be included in the pervious surface calculations and must be included in impervious surface totals.

(Code 2004, § 807.03(subd. 3(9)); Ord. No. 169, § B(9), 5-22-2018; Ord. No. 199, § 5, 9-27-2022)

Sec. 30-675. Reserved.

Editor's note(s)—Ord. No. 208, § 6, adopted March 28, 2023, repealed § 30-675, which pertained to exemption for land parcels in R-A district and derived from Code 2004, § 807.03(subd. 3(10)); Ord. No. 169, § B(10), adopted May 22, 2018.

Sec. 30-676. Subdivision of land.

If a parcel of land is subdivided, any existing accessory building(s) needs to be downsized to match the allowable size on the parcel on which it remains.

(Code 2004, § 807.03(subd. 3(11)); Ord. No. 169, § B(11), 5-22-2018)

Sec. 30-677. Location of detached garages and accessory buildings.

Detached garages and accessory buildings and structures shall not be located nearer the front property line than the dwelling unit with the following exceptions:

(1) Lakeshore parcels of land of record on the effective date of the ordinance from which this chapter is derived that are less than one acre, the garages and accessory buildings must be harmonious with the

dwelling unit and surrounding properties, and shall have the facade ~~match~~ consist of a color palette that is compatible with ~~the materials and~~ colors of the dwelling unit. For purposes of this chapter, a facade shall be defined as the face of a building, especially the principal front that looks onto a street. Where a building is on the corner of two streets, there may be two facades. Shoreland properties must also comply with shoreland ordinances.

(2) A private garage or accessory building may be placed closer to an adjacent road than the dwelling unit based upon the following criteria:

a. The lot size and width are consistent with the yard and area regulations for the district.

b. Building size may never exceed 3,600 square feet in a location closer to an adjacent road than the dwelling unit.

c. ~~A private garage or accessory building must not be placed within front or side yard setbacks of an existing garage or accessory structure~~

~~d~~. The placement of a private garage or accessory building must comply with the minimum applicable requirements for location from a well or onsite sewage treatment system.

~~e~~d. Any accessory building built ~~in front of the rear line of the dwelling unit, or~~ nearer to the road than the dwelling unit, shall have the facade facing the adjacent road ~~match~~ be harmonious with the dwelling unit and surrounding properties, and shall have the façade consist of a color palette that is compatible with the ~~the materials and~~ colors of the dwelling unit. ~~This includes stone and brick, which may be closely matching, lightweight hang-on type products~~.

(Code 2004, § 807.03(subd. 3(12)); Ord. No. 169, § B(12), 5-22-2018; Ord. No. 188, § G, 2-23-2021; Ord. No. 199, § 6, 9-27-2022)

Sec. 30-678. Restrictions on bathrooms, kitchens, etc.

Accessory buildings are allowed to have a bathroom and/or kitchen but no permanent living provisions such as beds and strong indicators of long-term inhabitation. Accessory dwelling units are not permitted.

(Code 2004, § 807.03(subd. 3(13)); Ord. No. 169, § B(13), 5-22-2018; Ord. No. 215, § 6, 4-9-2024)

Sec. 30-679. Exemptions.

Proposed accessory buildings which meet the definition of the term "agricultural building" in Minn. Stats. § 326B.103, subd. 3 may be exempt from the requirement to obtain a building permit but are subject to all standards of this division, with the exception of size restrictions and total number restrictions. A site plan must be submitted and administratively approved by the building official or zoning administrator or designee prior to commencing construction on any accessory structure which qualifies as an agricultural building.

(Ord. No. 188, § H, 2-23-2021)

Secs. 30-680—30-699. Reserved.

LINWOOD TOWNSHIP
ANOKA COUNTY
STATE OF MINNESOTA

ORDINANCE NO. 2026-015

AN ORDINANCE AMENDING CHAPTER 30 OF THE LINWOOD CODE OF ORDINANCES RELATED TO ACCESSORY STRUCTURES

The Board of Supervisors of Linwood Township, Minnesota ordains:

SECTION 1. RESCIND AND REPLACE SECTION. Section 30-665 through Section 30-679 of the Linwood Township Code of Ordinances is hereby rescinded and a new Section 30-665 through 30-679 is added as follows:

Sec. 30-665. Where permitted.

Accessory buildings and structures of any kind (pole barn construction or frame construction) are permitted in the R-A and R-1 districts, subject to the restrictions in this division.

Sec. 30-666. Construction on parcel without principal dwelling unit.

No accessory building or use shall be constructed or developed on a parcel of land without a principal dwelling unit except under the following conditions:

(1)

(2) If the dwelling unit of the property owner is located on a parcel of land which is adjacent to and contiguous with a parcel proposed for an accessory building or structure, and the parcels have been combined under one legal description and deed with the county recorder, the building official may issue a permit for building.

(3) If the dwelling unit of the property owner is located on a parcel of land which is separated by a road or by another parcel from a parcel proposed for an accessory building or structure, the building official may issue a permit for the accessory building on the vacant parcel, provided that:

   a. The owner has received the approval of the town board following the recommendation of the planning and zoning commission; and

   b. The owner has provided proof that the parcels will not be conveyed separately from one another by a fully executed appropriate restrictive covenant which shall be recorded prior to issuance of a building permit.

Sec. 30-667. Portable storage structures.

The use of portable storage structures is allowed under the following conditions:

(1) There shall be no more than one portable storage structure per property.

(2) The portable storage structure must be setback a minimum of ten feet from side and rear property lines and 30 feet from road right-of-way.

(3) The structure may not be on permanent footings, and shall be no more than 200 square feet in size.

(4) Exterior shall be maintained free from extensive dilapidation due to cracks, tears, breaks, rust, snow or wind damage or deterioration of plastic, fabric, vinyl, aluminum or other materials.

(5) Violations shall be corrected or removed within 30 days.

Sec. 30-668. Accessory buildings and structures in the R-1 district.

(a) *Generally.* The accessory buildings and structures specific requirements in the Single-Family Residential (R-1) District are set forth in this section.

(b) *Sidewall specifications.* An accessory building or a private garage shall have sidewalls as follows:

(1) *One story.* A minimum of eight feet high and a maximum as set for the acreage in sections 30-671 and 30-672; or

(2) *Two stories.* Ceiling height on lower level not to exceed nine feet and upper level not to exceed eight feet. The second story of an accessory building will have a complete floor.

(c) *Maximum height.* The maximum height shall not exceed the height allowed under Section 30-1021.

Sec. 30-669. Harmony with dwelling unit.

Except as provided in this division, private garages and accessory buildings shall be harmonious with the style and color of the siding and roofing of the dwelling unit.

Sec. 30-670. Garages.

All parcels with an existing dwelling unit that does not have an attached garage shall be allowed to have a garage not exceeding the size of 24 feet by 24 feet with nine-foot sidewalls and a maximum roof pitch of 6/12 as long as it meets setback requirements and the impervious surface coverage limitations of Section 30-674. The garage permitted under this section shall not county toward the total number of accessory buildings or the maximum cumulative square footage allowed on the property under Section 30-671.

Sec. 30-671. Limitations on accessory buildings and structures in the R-1 and R-A district.

The following are limitations on accessory buildings and structures in the Single-Family Residential (R-1) and the Residential-Agriculture (R-A) Districts:

(1) A parcel of land that is smaller than 5 acres may have one dwelling unit, , two accessory buildings or structures, and one storage shed up to 200 square feet in size, and one portable storage structure.

(2) A parcel of land that is five acres or larger may have one dwelling unit, up to three accessory buildings or structures, two storage sheds up to 200 square feet in size, and one portable storage structure.

(3) The maximum cumulative size of detached accessory buildings shall be subject to buildable area limitations in section 30-676 and limited by the size of the parcel as follows:

Buildable Area Limitations of Accessory Buildings in R-1 and R-A Zoning Districts

Parcel Size (*)	Maximum Cumulative Square footage (including lean-tos)	Maximum Sidewall Height
1.49 or less acres	1,200 sq. ft.	12 feet
1.5 to 2.49 acres	1,800 sq. ft.	12 feet
2.5 to 3.99 acres	2,400 sq. ft.	14 feet
4.0 acres to 4.99 acres	3,600 sq. ft.	14 feet
5.0 acres to 7.5 acres	4,000 square feet	14 feet
7.51 acres to 10 acres	5,000 square feet	14 feet
10 acres to 14.99 acres	7,500 square feet	16 feet
15 acres and larger	10,000 square feet	16 feet

* NOTE: When determining parcel size, the acreage in the Anoka County GIS shall be used unless the applicant provides a survey signed by a professional licensed by the State of Minnesota that includes a different parcel size.

(4) An attached garage shall be no larger than 1,200 square feet. At least 50% of the footprint of a building that contains a dwelling with an attached private garage shall consist of enclosed habitable living space (the footprint of the habitable living portion of the home must be at least equal to the footprint of the attached garage).

(5) Storage sheds shall be no more than 200 square feet and shall be limited to a sidewall height no greater than eight feet. Storage sheds shall comply with all setback

requirements, but are not counted toward the maximum cumulative accessory structure square footage provided they do not exceed the number of permitted storage sheds.

Sec. 30-672. Reserved.

Sec. 30-673. Reserved.

Sec. 30-673. Lot acreage; building site elevation.

Building site itself must be at least two feet above mottled soil. This shall be considered high ground for accessory building purposes.

Sec. 30-674. Maximum combined area.

The combined area of all buildings and impervious surface on a parcel of land may not exceed 25 percent of the total area of the parcel or 25 percent of the buildable area whichever is more restrictive.

(1) Permeable pavers of any type are not permitted to be included in the pervious surface calculations and must be included in impervious surface totals.

Sec. 30-675. Reserved.

Sec. 30-676. Subdivision of land.

If a parcel of land is subdivided, any existing accessory building(s) needs to be downsized to match the allowable size on the parcel on which it remains.

Sec. 30-677. Location of detached garages and accessory buildings.

Detached garages and accessory buildings and structures shall not be located nearer the front property line than the dwelling unit with the following exceptions:

(1) Lakeshore parcels of land of record on the effective date of the ordinance from which this chapter is derived that are less than one acre, the garages and accessory buildings must be harmonious with the dwelling unit and surrounding properties, and shall have the façade consist of a color palette that is compatible with the colors of the dwelling unit. For purposes of this chapter, a facade shall be defined as the face of a building, especially the principal front that looks onto a street. Where a building is on the corner of two streets, there may be two facades. Shoreland properties must also comply with shoreland ordinances.

(2) A private garage or accessory building may be placed closer to an adjacent road than the dwelling unit based upon the following criteria:

   a. The lot size and width are consistent with the yard and area regulations for the district.

   b. Building size may never exceed 3,600 square feet in a location closer to an adjacent road than the dwelling unit.

   c. The placement of a private garage or accessory building must comply with the minimum applicable requirements for location from a well or onsite sewage treatment system.

   d. Any accessory building built nearer to the road than the dwelling unit, shall have the facade facing the adjacent road be harmonious with the dwelling unit and surrounding properties, and shall have the façade consist of a color palette that is compatible with the colors of the dwelling unit

Sec. 30-678. Restrictions on bathrooms, kitchens, etc.

Accessory buildings are allowed to have a bathroom and/or kitchen but no permanent living provisions such as beds and strong indicators of long-term inhabitation. Accessory dwelling units are not permitted.

Sec. 30-679. Exemptions.

Proposed accessory buildings which meet the definition of the term "agricultural building" in Minn. Stats. § 326B.103, subd. 3 may be exempt from the requirement to obtain a building permit but are subject to all standards of this division, with the exception of size restrictions and total number restrictions. A site plan must be submitted and administratively approved by the building official or zoning administrator or designee prior to commencing construction on any accessory structure which qualifies as an agricultural building.

SECTION 2. EFFECTIVE DATE
This ordinance becomes effective on the date of its publication, or upon the publication of the attached summary of the ordinance as provided by Minn. Stat. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

SECTION 3. REPEALER
All prior ordinances to the extent that they are inconsistent with the terms and provisions of this Ordinance, shall be deemed repealed after the effective date of this Ordinance with regard to those inconsistent terms and provisions.

Passed by the Board of Supervisors of Linwood Township this _____ day of _____, 2026.

Approved:

_____
Jonn Olson
Chair

Attested:

_____
Kyle Salage
Town Clerk

LINWOOD TOWNSHIP
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AMENDING THE LINWOOD TOWNSHIP CODE OF ORDINANCES RELATED TO SURVEYS AND BUILDING PERMIT ISSUANCE

On August 25, 2026, the Linwood Township Board of Supervisors adopted Ordinance Number 2026-015 "An Ordinance Amending the Chapter 30 of the Linwood Code of Ordinances Related to Accessory Structures". This Ordinance is to amend the ordinance that addresses the requirement for accessory structures.

This notice is a summary of the Ordinance that was adopted by the Township. A full copy of the Ordinance is available by contacting the City Clerk. This amendment goes into effect upon publication.

Jonn Olson, Chair

Kyle Salage Town Clerk

Request for Action

Date: 08/25/2026
To: Linwood Town Board
From: Alicia Morris
Re: Acceptance of Resignation of Julie Dahnke

Background:
Julie Dahnke has submitted her resignation from employment with Linwood Township. The resignation will conclude her employment with the Township following her service as Interim Clerk and Office Assistant.

The Town Board is being asked to formally accept the resignation and authorize staff to complete the necessary personnel and payroll actions associated with the separation of employment.

Reasons for Approval

1. **Acceptance of Resignation**
   - Formal acceptance of the resignation will provide an official record of the employee's separation from Township employment.
   - The resignation will conclude the employee's current employment relationship with the Township effective on the agreed-upon final date of employment, August 21st 2026.
2. **Personnel and Administrative Records**
   - Township records will be updated to reflect the employee's final date of employment.

Recommendation
Staff recommends that the Town Board approve formally accept the resignation of Julie Dahnke and authorize staff to complete the necessary personnel, payroll, and administrative actions associated with her separation from employment.

If approved, staff will:

- Update the Township's personnel records.
- Coordinate the transition of any remaining Township responsibilities, records, keys, equipment, or other Township property as applicable.
- Complete the necessary personnel and payroll changes.

Financial Impact

The financial impact of this request is limited to any compensation or other employment-related amounts due to Julie Dahnke through her final date of employment, consistent with Township policy and applicable law.

Proposed Motion

Motion to accept the resignation of Julie Dahnke from employment with Linwood Township, effective August 21st, 2026 and authorize staff to complete the necessary personnel, payroll, benefit, and administrative actions associated with her separation from employment.

Request for Action

To: Linwood Township Board Supervisors
From: Darryl Ballman, Fire Chief
Department: Linwood Fire Department
Date: August 25, 2026
Subject: Authorization to Begin the Interview Process for Two Open Fire Department Positions

Request

I am requesting approval from the Linwood Township Board Supervisors for the Linwood Fire Department to begin the process of interviewing applicants for **two currently open positions** within the department.

The purpose of beginning the interview process is to identify qualified candidates who can fill these vacancies and help maintain adequate staffing levels and operational readiness for the community.

Proposed Action

Upon approval, the Fire Department will:

1. Review the applications received for the open positions.
2. Identify applicants who meet the minimum qualifications and department requirements.
3. Conduct interviews with qualified applicants.
4. Evaluate candidates based on qualifications, experience, availability, commitment to the department, and overall suitability for service with the Linwood Fire Department.
5. Bring forward recommended candidates for the appropriate approval and appointment process.

Beginning the interview process will allow the department to move forward with recruitment while ensuring that candidates are properly evaluated before any hiring or appointment decisions are made.

Requested Board Action

I respectfully request that the **Linwood Township Board Supervisors approve the Linwood Fire Department to begin interviewing applicants for the two open positions**.

Approval of this request will allow the department to proceed with the next step in the recruitment process and work toward filling the current vacancies.

Respectfully submitted,

Darryl Ballman
Fire Chief
Linwood Fire Department