

# **Minutes of the Meeting of the Joint Planning Board of Avon Township & the City of Avon July 31, 2025**

**Call to Order:** Chair Jim Read called to order the meeting of the Joint Planning Board (JPB) of Avon Township and the City of Avon at 7:00 PM in the Council Chamber of the City Hall, 140 Stratford St E, Avon.

**Roll Call:** Present – Mark Schulzetenberge (*City Council*), Jim Read (*City Planning Commission*), Andrew Wensmann (*Township Planning Commission*), Brian Rassier (*Township Supervisor*). All present. There was a quorum.

Jodi Austing-Traut (*City/Clerk Administrator*), & Stephen Saupe (*Township Clerk*) were staff present. Craig Blonigan and Leroy Gondringer were also present to represent the Township from on the Ad Hoc Committee.

**Approval of Agenda:** Rassier moved to approve the agenda as presented. Schulzetenberge second. All in favor. Motion carried.

**Minutes:** Schulzetenberge moved to approve the minutes of Joint Planning Board from the March 4, 2025 meeting as presented. Wensmann second. All in favor. Motion carried.

Schulzetenberge Moved to approve the minutes of the Ad Hoc Committee from March 4, 2025 meeting as presented. Second Craig Blonigan. All in favor. Motion carried.

## **Business:**

### **1. 33656 Shorewood Drive – CSP/Subdivision/Other**

William and Mary Boom were present to explain that they are planning to downsize their living area by creating a multi-generational living quarters on their property at 33656 Shorewood Drive in Avon Township. The Boom's are proposing to divide the property on west side of the existing house so that in the future it could eventually be utilized as a separate standalone living structure. Gondringer suggested that adding a secondary structure may be allowed under county zoning and lot lines may not have to be changed until such time as the property enters into the city. In this case, the property owner should be mindful of city regulations so this would continue as a conforming use within the city upon annexation. Rassier suggested that a secondary structure could be attached to the existing home as an addition via a breezeway for the time being. As long as city setbacks could be met later on, the breezeway could be removed and lot lines changed at that time.

### **2. XCEL Substation (03.00997.0010 – 405 Chinook Ave SW)**

Jeff Meyer described ownership of his properties and adjacent utility easements and stated that Xcel is in need of a new and larger substation in the area. Tim Mauseh, Land Agent with Xcel Energy was present to explain this project would replace the substation at Chinook Ave and 1<sup>st</sup> St in Avon. That substation would likely be demolished. Xcel would plan to clean up any unforeseen contamination and sell the property. Mauseh stated that while his presence at the Joint Board may be premature, he wanted to present Xcel's conceptual idea. The main obstacle at this time seems to be the requirement for 25% impervious surface. If approved, the construction of this new substation would likely happen in 2028. Rassier suggested that this site would be suitable for annexation to the City of Avon rather than keeping the property in Avon Township. Joint Board consensus would be to suggest annexation of the parcel prior to developing the property.

### **3. Joint Powers Agreement Renewal.** The existing agreement expires at the end of December. An *ad hoc* committee was established and met in September (2024) and March (2025) to discuss renewal. Several modifications were suggested to be made to the agreement. Chair Read summarized those changes including an

updated annexation map. The board discussed at length methods for defining neighborhoods within the agreement. The board discussed and reached consensus to change the neighborhood petition percentage in Section 5B to 55% of individual parcels of record required to petition in order for a neighborhood to be annexed. Draft agreement is available from either City Clerk/Administrator or Town Clerk by request. City Council and Town Board of Supervisors will now review the draft and consider recommending adoption.

***Motion Gondringer to recommend draft as presented with the change to Section 5B as revised (to 55% required for neighborhood petition). Second by Schulzetenberge. All in favor. Motion carried.***

### **Common Interest Issues/General Information Sharing**

#### **Improvements on Char Avenue**

Township does not necessarily see Char Avenue as a priority, but would be willing to discuss if cost estimates were available.

**24232 Co Rd 155 inquiry** – no follow-up, no action needed at this time.

#### **Review of MOU**

No changes needed at this time. Should be reviewed annually.

**Announcement of Next Scheduled Meeting:** 2<sup>nd</sup> Monday in April per Orderly Annexation Agreement

**Adjournment:** Rassier moved to adjourn the meeting at 9:00 PM. Second by Wensmann. All in favor. Motion carried.

**Respectfully submitted,**

**Date:** July 31, 2025

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