

Royalton Township Regular Planning Commission Meeting Minutes
Email: royalton@royaltontownship.com -- Website: www.royaltontownshipmn.gov
26 May 2026
Approved

7:00 p.m., 26 May 2026, Chair Jeff Schlaeger called the Royalton Township regular planning commission meeting to order with Members Peter Belland, Barb Dreyer, and Jan Patterson and Clerk Duane Swanson present. Supervisor John Graham, Zoning Administrator John Kemen, Septic Administrator Amy Thompson, Road Superintendent Dan Saumer, and members of the public also attended.

Member Dreyer moved, Chair Schlaeger seconded, to approve the agenda as presented. The motion carried unanimously.

Member Patterson moved, Member Dreyer seconded, to approve the minutes of the 28 April 2026 regular planning commission meeting as presented. The motion carried unanimously.

Chair Schlaeger moved, Member Dreyer seconded, to approve the minutes of the 12 May 2026 working meeting as presented. The motion carried unanimously.

Old Business

The working commission had reviewed the three site permits for three new structures at 7440 Cabin Drive (PID 290114001) with the recommendation for the board to approve and sign. Clerk Swanson reported that an email from the Environmental Quality Board received on 26 May 2026 notified the township that a petition for an environmental assessment worksheet (EAW) on this property had been filed, that Royalton Township had been designated as the local government unit to complete the EAW, and that no further permits should be signed until a determination had been made if the project warranted an EAW. Discussion ensued about who should be responsible for a potential EAW. The township has fifteen business days to respond and the option to request another fifteen days for its determination. The commission recommended further discussion with Pine County and with legal counsel. Joe Zappa addressed the commission noting that the allegations in the petition had all been addressed by Pine County before the administrative use permit was granted.

Zoning Administrator Kemen and Septic Administrator Thompson reviewed the variance request from MN Land Holdings LLC noting that similar requests had been approved for small lots that would not permit the septic setbacks to be met. Clerk Swanson moved, Chair Schlaeger seconded, to recommend approval to the board of the site permit and the variance request, said variance to be recommended without a public hearing. The motion carried unanimously.

Zoning Administrator Kemen and Septic Administrator Thompson reviewed additional information received on the Johnson/Orvis/Tchida proposed land split of PID 290292000 (Greeley Road). Pine County had changed its mind, noting that only two soil borings per site were required. With this information, the administrators recommended approval of the certificate of survey. Clerk Swanson moved, Member Patterson seconded, to recommend approval to the board. The motion carried unanimously.

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Zoning Administrator Kemen and Septic Administrator Thompson noted the recently received explanation of the three proposed linkages to existing parcels in Johnson/Orvis/Tchida proposed land split of PID 29023400 (Royaltown Road). They concurred with the recommendations, but they recommended, and the commission concurred, that no action be taken until written affidavits documenting these linkages have been received.

The commission revisited the citizen complaints reviewed at the working meeting and recommended to the board that the statements recorded in the working commission minutes be used as official responses to the complaints.

Adam Jenkauskis was present to provide additional information on his interim use permit application for 5271 Royal River Road (PID 285110000). He had been in touch with Aaron Gustafson of Pine County who gave him verbal assurance that the county had no need for involvement in this project as long as it did not occur in the shoreland part of Mr. Jenkauskis's parcel. Mr. Jenkauskis distributed photographs of the parcel, specifications for the campsite, and rules for its operation. This issue will be discussed at the next working meeting.

Clerk Swanson updated the board on the receipt of drafts for the updated zoning ordinance and related resolutions from legal counsel. These will be reviewed at the next working meeting.

New Business

Zoning Administrator Kemen updated the commission on the pending sale of 4668 Woodland Road (PID 290248000) and the prospective owner's possible construction of a barndominium.

Zoning Administrator Kemen updated the commission on the status of Jackson Lee's application for an interim use permit to construct a seasonal recreational structure, with possible rental application, at 11945 State Highway 107 (PID 290068000). Mr. Lee confirmed that there will be only one residence on this parcel. This application will require a public hearing.

The date of the next working meeting will be 6:30 p.m., Monday, 8 June 2026.

FYI

The next regular planning commission meeting will be 7:00 p.m., Tuesday, 30 June 2026.

At 7:40 p.m., Clerk Swanson moved, Member Belland seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,



Duane P. Swanson, Clerk/Member



Pete Belland, Supervisor/Member



Barb Dreyer, Member



Jan Patterson, Member

Jeff Schlaeger, Chair/Member

