

**CITY OF BAXTER, MINNESOTA
RESOLUTION 2026-061**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A DRIVE-THROUGH FOR BELL BANK TO BE
LOCATED IN THE SOUTHWEST CORNER OF CLEARWATER ROAD & GOLF COURSE DRIVE
(CITY FILE NUMBER 2026-025)**

WHEREAS, Bell Bank ("the applicant") has requested approval of a conditional use permit for property legally described as follows:

Lots 3, 4, 5 & 6, Block 1, Golf Course Drive Commercial Park, Crow Wing County, Minnesota.

WHEREAS, the Planning and Zoning Commission has reviewed the request at a duly called Public Hearing on August 12, 2026 and recommends approval, and;

Whereas, the City Council considered the Planning and Zoning Commission recommendation at their August 18, 2026 meeting;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAXTER, MINNESOTA, that it should and hereby does approve the request for conditional use permit, subject to the following findings and conditions:

1. The conditional use permit allows a bank drive-through, in accordance with the application and plans received by the City on July 13, 2026, except as amended by this resolution, based on the finding that all applicable conditional use permit standards have been met as identified in the staff report dated August 12, 2025.
2. A building permit is required prior to beginning any new construction.
3. **Prior to issuance of a building permit**, the applicant shall:
 - a. Enter into a Stormwater Facilities Maintenance Agreement with the City.
 - b. Enter into a Development Agreement with the City.
 - c. Enter into a Permanent Access Easement.
 - d. Enter into a Construction Repair and Maintenance Agreement with the City.
 - e. Submit landscape plans in compliance with Title 10, Chapter 4, Section 8 for review and approval by city staff.
 - f. Submit a wetland delineation report.
 - g. Revise the site plan to incorporate the following:
 - i. The drive-through bypass lane shall be a minimum of 14 feet wide in compliance with the ordinance.
 - ii. "One-way/Do Not Enter" signs shall be placed at the beginning of the one-way drive aisle near the drive-through exit.
 - iii. A trail/sidewalk connection to Clearwater Road shall be provided.

- iv. A bike rack shall be provided on site.
 - h. Revise the architectural elevations to provide the required articulation on the north elevation so that there is not an expanse of building greater than 50 feet in length without articulation as defined by ordinance.
 - i. Submit architectural plans for the trash enclosure meeting minimum requirements of the ordinance.
 - j. Provide compliance with other zoning review items related to the development plan.
4. No impacts to the wetland shall be allowed without prior approval from Crow Wing County Environmental Services.
 5. The public address or order system shall not be audible from any adjacent residentially zoned or guided property. Electronic speaker devices, if used, shall not be audible beyond the property being served and shall not be operated between the hours of ten o'clock (10:00) P.M. and seven o'clock (7:00) A.M.
 6. All new and replaced roof top units (RTUs) shall comply with the requirements of the ordinance. Specifically, no rooftop unit (RTU) shall be visible if viewed at a height of five feet (5') above finish floor level at a distance of one hundred feet (100') from the building; any visible portion of any RTU beyond this point shall be painted to match the primary color of the exterior of the principal structure.
 7. Any new mechanical equipment, gas meters, satellite dishes, and other utility hardware, whether located on the roof or exterior of the building or on the ground adjacent to it, shall be designed (including exterior color) and located to be aesthetically harmonious and compatible with the building. Screening may be required where the design, color and location of the equipment are found to be ineffective to buffer noise or provide aesthetic harmony.
 8. All signage requires separate sign permits and shall comply with the zoning ordinance requirements.
 9. All exterior lighting shall have a ninety-degree cutoff shield that conceals the light source with a non-sag, non-yellowing lens and shall fully comply with the lighting standards of the zoning ordinance.
 10. The low floor elevation shall have at least three feet of vertical separation from periodically saturated soils.
 11. Approval of the conditional use permit shall be contingent upon approval of a preliminary and final plat.
 12. Approval shall expire within one year of the date of approval unless the applicant commences the authorized use and completes the required improvements.

Whereupon, said Resolution is hereby declared adopted on this 18th day of November 2025.

Darrel Olson, Mayor

ATTEST:

Kelly Steele, City Clerk

City Seal