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# BALDWIN TOWNSHIP

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PO BOX 25, 30239 128TH STREET, PRINCETON, MN 55371

## PLANNING COMMISSION MEETING

June 28, 2017

### **Call to Order:**

On this 28<sup>th</sup> day of June 2017 the Regular Monthly Meeting of the Baldwin Township Planning Commission was called to order by Chairman Richard Marshall at 7:03 p.m.

### **Pledge of Allegiance:**

The Pledge of Allegiance was recited.

### **Roll Call:**

Commissioners present were Richard Marshall, Richard Harris, and Kimberly Good. Absent were Commissioners Scotty Harder, with an excused absence, and Deborah Guy. The Claim Forms were filled out and returned.

### **Move to Approve /Amend Agenda:**

Dan Howard may be attending and would be added to New Business if he shows.

***A motion was made by Commissioner Harris to approve the regular meeting agenda as amended which was seconded by Commissioner Good; all in favor; motion carried.***

### **Secretary's Report:**

#### **Planning Commission Meeting Minutes of May 31, 2017:**

Commissioner Marshall questioned the "Discuss PUC County Ordinance Change" portion of the May 31, 2017 Planning Commission meeting minutes stating that the commissioners discussed and agreed that we supported the county on that. Liaison Lawrence asked to have the Planning Commission recorder listen to the audio and verify if there was a motion made. Liaison Lawrence commented that it is the Planning & Zoning department requesting the change. Discussion on the County Road 9 and Highway 169 PUD. Liaison Lawrence stated the county ordinance has not been discussed for commercial areas, just residential. Commissioner Harris' book shows a difference number than the Section 10.1. His shows 12.1, Residential Planned Unit Development. The minutes will go back to Cheryl Dobson for correction along with her correcting Commissioner Harris' book.

***A motion was made by Commissioner Harris to table approval of the meeting minutes until the July meeting which was seconded by Commissioner Good; all in favor; motion carried.***

Mission Statement  
Baldwin Township a proud place to live by safeguarding property rights,  
encouraging agriculture, commercial communities and residential growth.

**Land Use Requests:**

**Preliminary Plat Application, Allen Jackson Acres:**

Allen Jackson was present and explained he is requesting to split an existing 10 acre parcel into 2 parcels. There is an existing home site on the southwest corner of the 10 that will be split off and sold and he will retain the 7.5 acres. The primary and secondary septic sites have been identified. There is an existing approach on County Road 9 that will be used for access to the future home site. There is also a gate installed off of County Road 9. Commissioner Harris stated that Sherburne County Public Works addressed the fence and that it may be encroaching on the right-of-way and possibly encroaching on Lot 2. Has that been resolved? Mr. Jackson stated that has not been asked to resolve anything with the fence. Commissioner Harris referenced Sherburne County Public Works memo, specifically item 6, which indicates that there may be some error distances. The clerk stated that all issues have been addressed on the new plat she had just received. The county has not asked for any additional road right-of-way to County Road 9.

***A motion was made by Commissioner Good to approve with the understanding that Public Works comments 1-7 have been resolved which was seconded by Commissioner Harris; all in favor; motion carried.***

**2<sup>nd</sup> Driveway Request, Joseph Christenson:**

Liaison Lawrence informed the Commissioners that Mr. Christenson had come in front of the Town Board and requested a temporary access to build a pole building. He has visited the site and observed that the existing driveway could be used. He does not have 150 feet from his own driveway and it could be about 80 feet. This is technically a variance from our rules. 116<sup>th</sup> Street is a dead end road and not a main thoroughfare. The Commissioners reviewed the township's current driveway standard which states, "Driveways must be spaced no closer than 150 feet to each other on a Township road designated as a collector roadway". Commissioner Harris stated that there are no good grounds to refuse as this is not a collector road.

***A motion was made by Commissioner Harris to recommend approval which was seconded by Commissioner Good; all in favor; motion carries.*** Commissioner Good recommended that the landowner conditionally follow the driveway standards, with a culvert installed and inspected by the township engineer.

**Communications:**

Liaison Lawrence discussed the county amendment that amended Section 10.1, Residential Planned Unit Development.

**Old Business:**

**Approved / Change in Bylaw / File in Commissioner Books:**

Commissioner Marshall stated that this involved what is quorum on page 2, article 4. This is for information only as it has already been approved.

### **Review / Update Comprehensive Plan / Demographics:**

Liaison Lawrence stated that the numbers regarding housing and population need to be updated. Goal #1 did not belong in this section at all. It should be in transportation. Goals #2 and #3 would be combined into one statement. Commissioner Harder was going to take care of rewriting Goal #1. Commissioner Marshall rewrote Goal #2 and Goal #3 and could not combine them both. He rewrote and made shorter (as noted on the "Population/Housing" sheet. Commissioner Marshall stated that Section 1 of Goal #1 would be part of housing and should stay and we will redo for the next meeting. Commissioner Harris stated that the only objection he has on the revised "Population/Housing" sheet is that there is an "a" subsection without a "b" subsection and suggested adding a "b" subsection that would identify problems and propose solutions. After discussing subsection 2 of Goal #2 there were changes as noted on the sheet under both Goal #2 and Goal #3 and will be presented back to the Commission.

Goal #3 discussion. Liaison Lawrence recommended deleting "that is operating at full capacity".

Commissioner Good stated that the Town Board was working on business expansion when she was a Supervisor and the County was doing the same thing so the Town Board said let's see what the County does. Why isn't the Town Board asking what the County is doing for Baldwin Township? Discussion on County requirements for size of a building in a commercial district. Commissioner Good questioned whose job it is trying to achieve the goals that the Planning Commission sets. Commissioner Marshall responded that it falls right on us as a Planning Commission. Commissioner Good stated that a lot of these things require the power of the Town Board to accomplish. Commissioner Harris stated that he brought up who is going to do this when it was approved. He received no answer. It is a huge administrative and financial burden to do this. He had advocated cutting the plan in half. Liaison Lawrence stated that he is not certain every comprehensive plan has goals in it. These are stepping stones to build on showing this is the direction we would like to go as goals are set.

***A motion was made by Commissioner Good to table for final approval at the next meeting which was seconded by Commissioner Harris; all in favor; motion carried.*** Liaison Lawrence requested that the most current demographic information be provided to the Planning Commissioners.

### **Review / Update Comprehensive Plan / Natural History / For Final Approval:**

***A motion was made by Commissioner Harris to approving all 3 be updated to the comprehensive plan and recommended to the Town Board which was seconded by Commissioner Good; all in favor; motion carried.*** The 3 referenced in the motion are the "Natural History", "Cultural History" and "Preservation Sites" sections.

### **New Business:**

**Information / Discussion – Amendment to the Sherburne County Subdivision Ordinance No. 003 / Ordinance No. 221:**

Discussed earlier in the meeting.

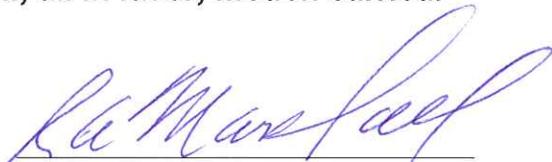
**Commissioner's Corner:**

- The wage increase was approved.
- Happy Birthday to Bryan Lawrence.
- The proposed wage increase was to \$15/meeting and it was approved by the Town Board at \$30/meeting.
- Commissioner Harris stated that some of the authority for the MS4 may be getting seriously weakened by the Trump administration.
- Commissioner Harris will be bringing in Planning Commission paperwork for the office to recycle.
- Commissioner Harris has some questions about animal units as he cannot find it in the County Zoning Ordinance.
- Liaison Lawrence brought up discussion on their role as being inspectors. The general consensus of the Town Board is that we are not police officers looking for things. If we run into something that is not consistent with the ordinance bring it to the Town Board and then send the information to the County.
- Discussion on the Shipwreck property.

**Adjourn:**

***A motion was made by Commissioner Good which was seconded by Commissioner Harris to adjourn at 8:43 p.m.; all in favor; motion carried.***

  
Respectfully submitted:  
Cathy Stevens  
Clerk/Treasurer

  
Richard Marshall, Chairman

7-24-17  
Date

Amendments: \_\_\_\_\_