

BALDWIN TOWNSHIP

30239 128th Street, Princeton MN 55371

PLANNING COMMISSION MEETING

September 11, 2014

Call to Order:

The September 11, 2014 Baldwin Planning Commission meeting was called to order by Chairman Judy Thorson at 7:00 p.m. All present recited the Pledge of Allegiance.

Commissioners Present:

Commissioners Ross Perry, Terry Carlile, Rich Harris, Peggy Patten and Judy Thorson. Planner Bridget Chard was in attendance as well as Town Board Supervisor Liaison Randy Atwood. Deputy Clerk Cheryl Goetz Dobson took the minutes. The audience sign-in sheet is attached.

Claim Forms:

The Claim Forms were passed out and returned to the Deputy Clerk.

Move to Approve/Disapprove Agenda:

Add to New Business

- Response to Administration Policy
- EPA Water Acts Rules Changes
- Discussion Regarding Community Meetings

Commissioners Patten/Perry unanimous to approve agenda as amended.

Secretary's Report:

Planning Commission Meeting Minutes of 12.August.14/Move to Approve /Disapprove:

Commissioners Harris/Patten to approve the Planning Commission minutes of August 12, 2014.

Planning Commission Public Hearing Minutes of 09.July.14:

The amended draft copy of the Planning Commission Public Hearing Minutes of July 9, 2014 was available for review. The signed copy will be distributed at the next meeting.

Handout Signed Planning Commission Meeting Minutes from July 9, 2014 to Planning Commissioners:

The signed and approved minutes of July 9, 2014 was distributed in order to be added to the commission books.

Newspaper Interview Regarding Comprehensive Plan:

The representative from the newspaper was not present.

Communication: Liaison:

IPad/Discussion with Board/Status:

Liaison Atwood said that the Town Board thought it was a great idea to give the iPads to the Planning Commissioners when it's decided for the Town Board to purchase new ones.

Public Input:

A resident read a prepared sheet entitled Meeting Public Packet. It was stressed that the Planning Commission is an advisory committee to the Town Board.

Old Business and Reports

Motion List/Finalize:

It was agreed that the motion list will be a helpful tool when conducting a meeting.

Commissioners Harris/Patten unanimous to move to adopt the motion list to be added to the Planning Commission Bylaws.

Ordinance Review; Finalize Ordinance Review; Go Over Different Permit Procedures:

Sections 11 through 15 of the Sherburne County Land Use Ordinance were reviewed. Planning Commission will finish out the review of the Sherburne County Land Use Ordinance at the next meeting.

60 Day Permit Overhead/Review:

Mn. Statute 15.99 explaining the 60 Day Permitting process was reviewed.

New Business

FunFest/Planning Commission Table/Schedule for Commissioners:

The Baldwin FunFest is Saturday, September 20 from 12:00 noon to 4:00 p.m. Planner Chard will not be able to attend. It was suggested to put an emphasis on a single topic. The commissioners will be available throughout the time period. A comment box will be available.

4R Board:

Planning Commission liaison was not in attendance.

Response to Administrative Policy:

Commissioner Harris researched Section 7 of the MN. Department of Administration policy regarding open meeting violations since there was a filing against the Baldwin Planning Commission as a group. *Commissioners Harris/Carlile motion to approve having public information packets posted on the website; two (2) copies of information packets available to the public; and a cover sheet included in the packet listing the contents of the packet subject with approval by the Baldwin Town Board and two friendly amendments stating the following: a). that this request be sent to the town board for a response by Commissioner Perry and b). that a response to the Planning Commission be made in writing (Commissioner Harris).* Both were accepted and added

to the original motion. Commissioner Harris claims these suggestions are in line with the suggestions made from a MN. Department of Administration commissioner. With a voice vote taken:

Commissioner Harris – yes.
Commission Patten – yes.
Commissioner Perry – no.
Commissioner Thorson – no.
Commissioner Carlile – yes.

Motion passed.

EPA Water Acts Rules Changes:

Commissioner Harris stated that there was a change in the rules regarding the Clean Water Act. Planner Chard stated that she while it is not pertinent to the Planning Commission to respond, that she would send the materials regarding the issue to Mr. Harris.

Discussion Regarding Community Meetings:

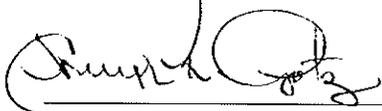
Commissioner Perry suggested having community meets for trouble spots in the community. His objective would be to address areas of concern with residents; address areas not getting a fair share of the attention; listening to the residents; and getting the public engaged in the community. It was suggested to put on the next agenda an item entitled Community Meeting Discussion.

Agenda Items for Next Month:

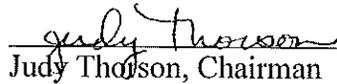
- Complete Sherburne County Review of their Land Use Ordinance
- Continue Overall Process for Permits, CUP's and Variances
- Comprehensive Time Lines / Comprehensive Plan work materials.
- Community Meetings Discussions
- Motion list handout / bylaws change

Adjourn:

Commissioners Perry/Carlile unanimous to adjourn at 9:30 p.m. with the next Planning Commission meeting to be held on October 9, 2014.



Respectfully submitted:
Cheryl Goetz Dobson
Deputy Clerk


Judy Thorson, Chairman

Amendments: _____