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# BALDWIN TOWNSHIP

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30239 128<sup>th</sup> Street, Princeton MN 55371

## **PLANNING COMMISSION MEETING**

September 26, 2018

### **Call to Order:**

On this 26th day of September 2018 the Regular Monthly Meeting of the Baldwin Planning Commission was called to order by Chairman Richard Marshall at 7:00 p.m.

### **Pledge of Allegiance:**

The Pledge of Allegiance was recited.

### **Roll Call:**

Commissioners present were Richard Marshall, Richard Harris, and Sherry Newman. Baldwin Town Board Liaison Bryan Lawrence was also present. The Claim Forms were filled out and returned.

### **Approve / Disapprove Agenda:**

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

Chairman Richard Marshall welcomed the guests present reminding them that the Baldwin Township Planning Commission serves at the pleasure of the Baldwin Township Town Board. The Planning Commission is an advisory board that makes recommendations to the Town Board. It was stressed that the final decisions are made by the Baldwin Township Board of Supervisors.

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

#### **Planning Commission Meeting Minutes of August 22, 2018:**

*A motion was made by Commissioner Harris to approve the Planning Commission meeting minutes of August 22, 2018 which was seconded by Commissioner Newman; all in favor; motion carried.*

#### **Planning Commission Meeting Minutes of June 27, 2018:**

*A motion was made by Commissioner Harris to approve the Planning Commission meeting minutes of June 27, 2018 which was seconded by Commissioner Newman; all in favor; motion carried.*

### **Land Use Requests:**

#### **Approve / Disapprove Simple Plat for Leech Addition / Anna Thompson / David and Sandra Jones:**

Anna Thompson is requesting a residential replat of "Leech Addition" consisting of two (2) existing residences formerly known as Jones Addition located in Lot 2, Block 1 of Baldwin Township with PID #01-460-0110. According to surveyor Michael Trunk the application for a simple plat for

Leech Addition has met all requirements required by Sherburne County. The utility easement has been resolved by Baldwin Township Resolution No. 18-12 dated the 8<sup>th</sup> of January, 2018. Noted in a letter dated September 6, 2018 from the Sherburne County Planning and Zoning Administration was a violation of the County Solid Waste Ordinance which stating that mixed solid waste was scattered about several locations on the property. *A motion was made by Commissioner Harris to recommend to the Baldwin Town Board to approve the applicant's request for a simple replat for the Leech Addition located in Lot 2, Block 1 PID #01-460-0110 as long as all said items are corrected and the application is in compliance with Sherburne County which was seconded by Commissioner Newman; all in favor; motion carried.*

**Approve / Disapprove Second Access to Township Road / JDA Builders:**

JDA Builders is requesting approval of a permit application for a second residential access to a township road namely off of 311<sup>th</sup> Avenue NE located in Prairie Creek Estates, Lot 2, Block 2. A representative from JDA Builders is not present. Liaison Lawrence mentioned that typically the township doesn't allow second accesses. After reviewing the application the commissioners noticed that the proposed access location street name was incorrect as well as questioned the justification for the request. *A motion was made by Commissioner Harris to recommend to the Baldwin Town Board to disapprove the applicant's request for a second access to a township road for lack of information from the applicant which was seconded by Commissioner Marshall; all in favor; motion carries.*

**Approve / Disapprove Interim Use Permit / Iron Shoe Farm / David and Carla Mertz:**

David and Carla Mertz are requesting an IUP for rural tourism on a 10 acre deeded property located at 31548 – 136<sup>th</sup> Street NW, Princeton, MN 55371 PID # 01-007-1106 known as Iron Shoe Farm. On June 26, 2018 the county board approved the Text Ordinance Amendment to the Sherburne County Zoning Ordinance No. 228 by adding Rural Tourism as an Interim Use Permit in the General Rural Districts. It was noted that events were added to the Iron Shoe Farm's Interim Use Permit Application including but not limited to weddings, Celebrations of Life, movie night and working with school children events. There was discussion regarding the hours of operation and maximum occupancy. *A motion was made by Commissioner Harris to recommend to the Baldwin Town Board to approve the applicant's request for an Interim Use Permit for Iron Shoe Farm located at 31548 – 136<sup>th</sup> Street NW, Princeton, MN 55371 PID #01-007-1106 with clarification for the maximum occupancy allowed for the property, an updated site plan, clarifications for the hours of operation, clarification regarding the increase and kinds of events planned, and clarification that if Rockwood does not cater under their liquor license for any events held at Iron Shoe Farm that any outside caterer would also require a valid liquor license which was seconded by Commissioner Newman; all in favor; motion carries.*

**Approve / Disapprove Septic Variance / Laura Beck:**

Laura Beck is requesting a 100' variance in setback from the OHWL of Lake Diann for a septic holding tank upgrade located at 13356 – 279<sup>th</sup> Avenue NW, Zimmerman, MN 55398 at Lake Diann Acres, Section 32, Range 26 PID # 01-406-0160. The required setback from a natural environment lake is 150'. The current septic system is incompliant since it is a bottomless tank which poses a health issue as well as the tank is failing and out of date. *A motion was made by Commissioner Newman to recommend to the Baldwin Town Board to approve the applicant's request for a 100' variance in the setback from the OHWL of Lake Diann for a septic holding tank upgrade located at 13356 – 279<sup>th</sup> Avenue NW, Zimmerman, MN 55398 at Lake Diann Acres, Section 32,*

**Range 26 PID # 01-406-0160 which was seconded by Commissioner Harris; all in favor; motion carries.**

**Communications:** Liaison Lawrence reported that the County Planning and acted on and granted the Heinen Addition request.

**Old Business:**

**Discuss / Update 'Land Uses' of Comprehensive Plan:**

**Sherburne County Comprehensive Plan Use Plan:**

The Sherburne County Comprehensive Plan includes their view of a comprehensive plan for Baldwin Township. Commissioner Marshall voiced that he felt it would be an exercise in futility to continue updating the Baldwin Township Comprehensive Plan without striving to bring the two plans into agreement. Commissioner Harris felt confident that the county would absolutely be in favor cooperating with Baldwin Township to meet this objective. He cited at the bottom of page 97 of the Sherburne County Comprehensive Plan which says *These Joint Powers Agreements do not apply to this Comprehensive Plan, meaning townships may adopt a Comprehensive Plan independent of the County.* It was decided that the commissioners would study the two plans; then request an open meeting to list concerns and questions to present to the county.

**Review List / Maps of Township Owned Land:**

The Commissioners reviewed the list of property owned by Baldwin Township.

**New Business:**

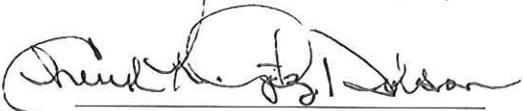
- Information / Amendment to Sherburne County Zoning Ordinance No. 229 / File in Sherburne County Ordinances
- Information / Planning Commission Code
- Information / The 'Riggins Rules'
- Information / Disapproval of Applicant

**Commissioner's Corner:**

None.

**Adjourn:**

*A motion was made by Commissioner Newman which was seconded by Commissioner Harris to adjourn at 8:40 p.m. with the next Planning Commission meeting to be held on October 31, 2018. Motion carried. Meeting adjourned.* 10/24/18  
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Respectfully submitted:  
Cheryl Goetz Dobson  
Deputy Clerk

Richard Marshall, Chairman

*Richard Marshall* 10-24-18  
Date

Attendees: Mike Trunk, Carla Mertz, Robb Rydmark, Laura Beck