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# BALDWIN TOWNSHIP

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

## PLANNING COMMISSION MEETING

March 29, 2017

### **Call to Order:**

On this 29<sup>th</sup> day of March 2017 the Regular Monthly Meeting of the Baldwin Planning Commission was called to order by Chairman Bryan Lawrence at 7:00 p.m.

### **Pledge of Allegiance:**

The Pledge of Allegiance was recited.

### **Roll Call:**

Commissioners present were Bryan Lawrence, Richard Marshall, Richard Harris, Deborah Guy and Scotty Harder. Absent was Commissioner Kimberly Good. The sign in sheet is attached. The Claim Forms were filled out and returned.

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

Added to the Agenda under Communications Item a) Compensation.

*A motion was made by Commissioner Guy to approve the regular meeting agenda which was seconded by Commissioner Marshall; all in favor; motion carried.*

### **Election of Officers:**

Chairman Lawrence calls for nominations for chairman of the Baldwin Planning Commission.

*A motion was made by Commissioner Harris to nominate Commissioner Marshall as chair of the Baldwin Planning Commission which was seconded by Commissioner Harder.*

*A motion was made by Commissioner Harris to cease nominations which was seconded by Commissioner Harder.*

Commissioner Marshall accepts the nomination.

*By acclamation Commissioner Marshall is chairman of the Baldwin Planning Commission.*

Commissioner Marshall formally takes over chairmanship of the Baldwin Planning Commission. Commissioner Lawrence formally takes over as Baldwin Town Board liaison to the Baldwin Planning Commission.

Chairman Marshall calls for nominations for vice-chairman of the Baldwin Planning Commission.

*A motion was made by Commissioner Marshall to nominate Commissioner Harris as vice-chairman of the Baldwin Planning Commission which was seconded by Commissioner Guy.*

*A motion was made by Commissioner Harder to cease nominations which was seconded by Commissioner Guy.*

Commissioner Harris accepts the nomination.

*By acclamation Commissioner Harris is vice-chairman of the Baldwin Planning Commission.*

**Secretary's Report:**

**Planning Commission Meeting Minutes of February 22, 2017:**

*A motion was made by Commissioner Harder to approve the Planning Commission meeting minutes of February 22, 2017 which was seconded by Commissioner Guy; all in favor; motion carried.*

**Handout Planning Commission Meeting Minutes of October 26, 2016:**

The approved Planning Commission meeting minutes of November 30, 2016 were handed out to be filed in the commission books.

After pointing out the lack of attendance at the February meeting of the Planning Commission Article VI: Meetings; Section 2 of the Baldwin Planning Commission By-Laws was reviewed which states:

*Section 2. A Planning Commissioner quorum shall consist of a majority of the members in attendance of the full Planning Commission which are already appointed and sworn in, to conduct the business of the Commission.*<sup>rev.03.13.14</sup> Voting shall be by voice call unless requested otherwise. A record of the roll call vote shall be kept as a part of the minutes.

Commissioner Harris recommended that it be taken into consideration to rewrite Section 2 of the Baldwin Planning Commission By-Laws.

**Land Use Requests:**

**Extension of Heinen Addition; Residential Subdivision; Simple Plat:**

A letter received from Sherburne County Planning and Zoning indicated that expiration is pending on the Preliminary Plat of Heinen Addition consisting of 2 lots PID #01-021-3202. *After discussion a motion was made by Commissioner Harder to recommend approval of the Heinen Addition extension based on the condition that the applicant has paid the \$200.00 extension fee as well as if the applicant wishes to move forward with the preliminary plat which was seconded by Commissioner Guy. All in favor. Motion carried.*

**Communications:**

**Compensation:**

Since being on the Planning Commission is a valued position Liaison Lawrence asked for some feedback from the commissioners regarding compensation. It was the consensus of the commissioners that compensation was not their main concern. Lawrence commented that he was not surprised by the comments made although he said he is going to propose to the Baldwin Town Board to approve compensation of \$30 per meeting for the commissioners.

**Old Business:**

**Discussion / Update Section 2 of Comprehensive Plan:**

Minor typographical errors were noted. There was discussion on the validity of the Preservation Sites since none of the sites are on any preservation list with either Sherburne County or the Minnesota Historical Society.

The Commissioners are to review in order to discuss / update Section 3: Demographics of the Comprehensive Plan for the next meeting on April 26, 2017.

**Report on GTS Workshop:**

Commissioner Guy attended the GTS Workshop in Little Falls and reported on the information received.

**New Business:**

- 2017 Land use Training & Education Program; Information.

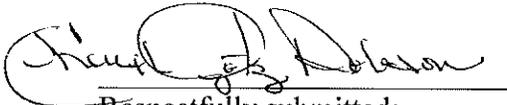
**Commissioner's Corner:**

- Commissioner Guy provided a letter from the Sherburne County Planning and Zoning regarding building permits being required for the repairs and rebuilds caused by the tornado / storm damage. She said she has heard many complaints concerning the permits; and feels that residents may be applying for variances from the Township.
- Liaison Lawrence informed the commission that a Catholic church is considering purchasing land in Baldwin Township.
- Liaison Lawrence and Town Board member Handshoe will be meeting with the county planning and zoning regarding property along County Road 9 and Highway 169 for possible office buildings.
- Liaison Lawrence thanked everyone for the opportunity to chair the Baldwin Planning Commission for the past year. He said it's important to work as a team as well as for the rights of the residents of Baldwin Township.

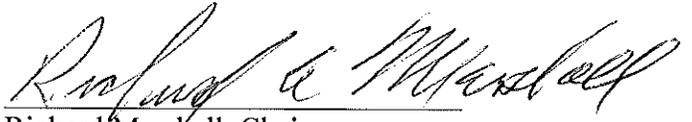
**Adjourn:**

*A motion was made by Commissioner Harder which was seconded by Commissioner Guy to adjourn at 8:30 p.m. with the next Planning Commission meeting to be held on March 29, 2017. Motion carried. Meeting adjourned.*

*April 26, 2017 CG*



Respectfully submitted:  
Cheryl Goetz Dobson  
Deputy Clerk



Richard Marshall, Chairman

4-26-17

Date

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