



BALDWIN TOWNSHIP

30239 128th Street, Princeton MN 55371

PLANNING COMMISSION MEETING

April 10, 2014

Call to Order:

The April 10, 2014 Baldwin Planning Commission meeting was called to order by Chairman Peggy Patton at 7:00 p.m. All present recited the Pledge of Allegiance.

Commissioners Present:

Commissioners Peggy Patton, Richard Harris, Ross Perry, Terry Carlile and Judy Thorson were present. Planner Bridget Chard was in attendance as well as Town Board Supervisor Jay Swanson stood interim for Liaison Randy Atwood. Deputy Clerk Cheryl Goetz Dobson took the minutes. The audience sign-in sheet is attached.

Oath of Office/New Commissioners:

Peggy Patton and Ross Perry were given the Oath of Office by the deputy clerk.

Reorganization of Officers:

The deputy clerk asked for nominations for chair of the Baldwin Planning Commission. A motion was made by Commissioner Perry; seconded by Commissioner Thorson to nominate Commissioner Patton. Commissioner Patton declined the nomination. A motion was made by Commissioner Harris; seconded by Commissioner Perry to nominate Commissioner Thorson. A motion was made by Commissioner Thorson; seconded by Commissioner Perry to nominate Commissioner Harris. Commissioner Harris declined the nomination. A motion was made by Commissioner Harris; seconded by Commissioner Perry to cease nominations. By majority vote, with Commissioner Thorson abstaining, Commissioner Thorson is appointed chairman of the Baldwin Planning Commission.

Chairman Thorson called for nominations for a vice chair for the Baldwin Planning Commission. A motion was made by Commissioner Perry; seconded by Commissioner Patton to nominate Commissioner Carlile. Commissioner Carlile declined the nomination. A motion was made by Commissioner Carlile; seconded by Commissioner Harris to nominate Commissioner Patton. A motion was made by Commissioner Harris; seconded by Commissioner Perry to cease nominations. By a majority vote, with Commissioner Patton abstaining, Commissioner Patton is appointed vice chairman of the Baldwin Planning Commission.

Move to Approve/Amend Agenda:

Added to the agenda under New Business:

- Annexation Documents on Website

- Wetlands Information
- Sherburne County Amendments – later deleted since it was on the agenda.

Commissioners Patton/Carlile unanimous to approve agenda as amended.

Claim Forms:

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

Secretary's Report:

Planning Commission Meeting Minutes of 13.March.14 and 20.March.14/Move to Approve/Amend:

Commissioners Harris/Patton to approve the Planning Commission minutes of March 13, 2014 and March 20, 2014. Thorson abstains. Motion carries.

Handout Signed 13.February.14 Approved Minutes to Planning Commission:

The signed and approved minutes of February 13, 2014 were distributed in order to be added to the commission books.

Public Input:

Andy Schroder voiced his concerns on comments he heard regarding home based businesses in Baldwin Township. Even though it's important to have leeway concerning home based businesses, he also felt there needs to be some rules in place which are strengthened by regulations. At present Sherburne County governs the issues described by Schroder.

Chuck Nagle commented on the CD's given to the commissioners regarding the past surveys.

Communications from Town Board/Liaison:

New Planning Commissioners:

(See above)

BR&E Comments:

Supervisor Swanson said that the Town Board has created an informal task force headed by Supervisor Holm to explore potential interest in the BR&E program.

Old Business and Reports

Final Page Ideas from Open House for Artist/Finalize:

The final front page created by Sharma Wolff for the Comprehensive Plan is completed. The page was passed out to the members.

Bylaw Changes/Sign/Pass Out:

An approved and signed copy of the Bylaws were distributed in order to be added to the commission books.

Survey/Final:

The final 2014 Survey Results and Comments along with the Past Survey Results and Comments were collated and presented to be added to the commission books. Planner Chard will electronically send them to the deputy clerk to be copied for the town board as well as downloaded to the website. *Commissioners Perry/Harris unanimous accept the final survey and to add them as appendages to the comprehensive plan.*

Goals/Objectives/Begin Completion:

Handed out was a sample list of the goals and objectives gathered so far based off what the commissioners have sent Planner Chard. Planner Chard asked that all of the Commissioners continue working on them with the goal of having them completed in the next month or so.

New Business**County Proposed Amendments/Review and Comment:**

The town board put the County Zoning Ordinance/Potential Amendments on hold in order for the Planning Commission to review as well as to add their comments. After reviewing Item 1 namely Minnesota Statute 103F.321; Subd. 3 *Commissioners Thorson/Harris motion to table for further review of the statutes.*

After reviewing Item 2 also under Minnesota Statute 103F.321; Subd. 3 *Commissioners Harris/Carlile unanimous to table until the Planning Commission meeting of May 8, 2014.*

Driveway Standards:

Tabled until the Planning Commission meeting of April 22, 2014.

Annexation Documents on Website:

It was brought the attention of the Planning Commission that there are extremely antiquated and biased documents on the website that should be removed. *Commissioners Perry/Patton motion to request that the town board should consider reviewing all literature on the website that is available to the public for current relevance and use.* Discussion ensued that the request is outside the scope of the planning commission. Motion fails.

Wetlands Information:

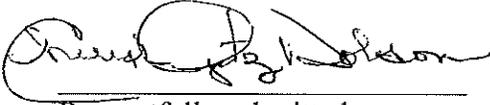
A handout was distributed on the definition of wetlands their function, values and regulation. After a short review, Planner Chard had the Commissioners review the wetlands map for the township to see how it related to what was discussed. This map and others will be used for the open houses and formal public hearing on the comprehensive plan.

Agenda Items for Next Month:

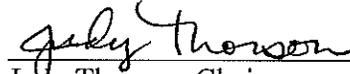
- Goals/Objectives; Continue to Finish/Plan Completion
- Sherburne County Amendments

- *Commissioners Patton/Perry unanimous to approve April 22, 2014 at 7:00 p.m. at the Baldwin Town Hall as the next meeting for the Planning Commission.*

Adjourn – Commissioners Carlile/Patton unanimous to adjourn at 8:49 p.m. with the next Planning Commission meeting to be held on April 22, 2014 at 7:00 p.m. at the Baldwin Town Hall.



Respectfully submitted:
Cheryl Goetz Dobson
Deputy Clerk



Judy Thorson, Chairman

Amendments: _____