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# BALDWIN TOWNSHIP

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

## **PLANNING COMMISSION MEETING**

**December 27, 2017**

### **Call to Order:**

On this 27th day of December 2017 the Regular Monthly Meeting of the Baldwin Planning Commission was called to order by Chairman Richard Marshall at 7:02 p.m.

### **Pledge of Allegiance:**

The Pledge of Allegiance was recited.

### **Roll Call:**

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

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

- None.

*A motion was made by Commissioner Harris to approve the regular meeting agenda as presented which was seconded by Commissioner Harder; 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 November 29, 2017:**

*A motion was made by Commissioner Harder to approve the Planning Commission meeting minutes of November 29, 2017 which was seconded by Commissioner Guy; all in favor; motion carried.*

#### **Handout Planning Commission Meeting Minutes of October 25, 2017:**

The approved Planning Commission meeting minutes of October 25, 2017 were handed out and are to be filed in the commission books.

**Land Use Requests:**

**CUP for a Church / Christ Our Light Catholic Church:**

A request for a Conditional Use Permit was submitted by Christ Our Light Catholic Church for a new church to be located on 107 acres in Section 22 of Baldwin Township. Sherburne County Planning and Zoning is requiring:

- Baldwin Township comments.
- A completed certificate of septic compliance if one has not been done in the last 10 years on the property as well as a septic compliance for a home located on PID 01-022-3101. If the septic is not found to be compliant, the septic system will need to be upgraded. Potentially the house will be used as the parsonage.
- Determine the size, type of construction and occupancy of proposed church.
- The property is composed of seven separate parcels of land that may need to be combined into a single parcel.

There was discussion by the commissioners regarding the driveway, signage, exterior lighting to be directed away from residences and public right-of-ways, approved set-backs and outdoor events.

*A motion was made by Commissioner Harder to approve recommending to the Baldwin Town Board to approve a CUP for Christ Our Light Catholic Church subject to compliance to Sherburne County Planning and Zoning requirements and guidelines which was seconded by Commissioner Guy; all in favor; motion carried.*

**Troseth Estates Simple Plat / Kevin Troseth:**

Kevin Troseth submitted a request for a preliminary and final residential simple plat in Troseth Estates consisting of 2 lots. The proposed plat of Troseth Estates is on PID 01-011-1300 and 01-11-1202. He is proposing to modify the existing parcels by moving the east / west lot line that separates these two parcels to run north / south with a 90 degree angle to include an existing accessory building.

There was discussion by the commissioners regarding the driveway. Troseth said it is drawn up as a proposed shared driveway.

*A motion was made by Commissioner Harder to approve recommending to the Baldwin Town Board to approve the requested Troseth Estates simple plat subject to compliance to Sherburne County Planning and Zoning requirements and guidelines which was seconded by Commissioner Guy; all in favor; motion carried.*

**Rum River Bluffs Simple Plat / Ideality Development:**

Ideality Development submitted a request for a preliminary and final residential simple plat in Rum River Bluffs PID # 01-002-2401 consisting of 3 lots. They are proposing to create three (3) lots from a 32.53 acre parcel. Lot 1 accesses to County Road 37; lots 2 and 3 shall have a shared access.

*A motion was made by Commissioner Harder to approve recommending to the Baldwin Town Board to approve the requested Rum River Bluffs simple plat subject to*

*compliance to Sherburne County Planning and Zoning requirements and guidelines which was seconded by Commissioner Harris; all in favor; motion carried.*

Joe Glenn inquired whether Baldwin Township had intentions of creating another industrial area within Baldwin Township since there are just a few lots left in the current industrial section. He indicated an interest in consolidating his businesses into one, but would need the acreage to do so.

Lawrence responded that it would be of value if he presented this concept to the town board at a regular town board meeting in order to potentially start the process of a developer driven request.

**Communications:**

Commissioner Marshall requested that Liaison Lawrence relay compliments to the county on their comprehensive comments regarding the land use requests presented.

**Old Business:**

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

*A motion was made by Commissioner Harder to table discussion on the Comprehensive Plan Land Uses until the February 2018 meeting which was seconded by Commissioner Harris; all in favor; motion carried.*

**New Business:**

**Information / Copy of Updated Baldwin Township Planning Commission Bylaws**  
For informational value.

**Information / Planning Commission Terms of Office 2018**  
For informational value.

**Information / Approval of Variance Applications / Matthew and Stephanie Hill**  
For informational value.

**Information / Approval of Variance Applications / James Burns**  
For informational value.

**Commissioner's Corner:**

None.

The Commission will review the Baldwin Township Planning Commission By-Laws at the January 2018.

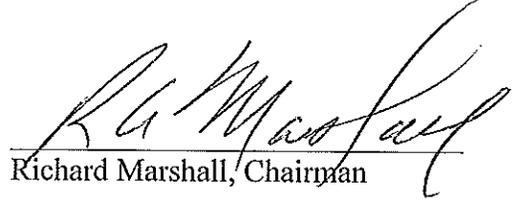
The first order of business at the January 2018 Baldwin Township Planning Commission meeting will be the Organizational Meeting and Election of Officers.

**Adjourn:**

*A motion was made by Commissioner Harder which was seconded by Commissioner Guy to adjourn at 8:01 p.m. with the next Planning Commission meeting to be held on January 24, 2018. Motion carried. Meeting adjourned.*



Respectfully submitted:  
Cheryl Goetz Dobson  
Deputy Clerk



Richard Marshall, Chairman

1-24-18  
Date

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