

PLANNING COMMISSION MEETING

February 14, 2013

Call to Order: The February 14, 2013 Baldwin Planning Commission meeting was called to order by Chairman Peggy Patten at 7:00 p.m. All present recited the Pledge of Allegiance.

Commissioners Present: Commissioners Terry Carlile, Richard Harris, Peggy Patten, Ross Perry and Eleanor Rittenour were present. Commissioner Scott Case was absent. Planner Bridget Chard was in attendance as well as Town Board Liaison Randy Atwood. Deputy Clerk Cheryl Goetz Dobson took the minutes. The audience sign-in sheet is attached.

Move to Approve/Amend Agenda: *Commissioners Harris/Rittenour unanimous to approve agenda.*

Claim Forms: The Claim Forms were passed out and returned to the Deputy Clerk. Planner Chard asked each commissioner 'when you think of the township ... what one word comes back to you?' Responses to be reviewed towards the end of the meeting.

Secretary's Report: *Commissioners Case/Carlile unanimous to approve the Baldwin Planning Commission minutes of January 10, 2013.*

Hand out signed December 13, 2012 meeting minutes to the Planning Commissioners – The signed December 13, 2012 meeting minutes were distributed and to be added to the commissioners binders.

Public Input: None.

Communications: Liaison Atwood reported that the town board approved to have a liaison to the 4R Board. *Commissioners Perry/Harris unanimous to approve Commissioner Carlile to be liaison to the 4R Board.*

Tools for Business – A multi-layered educational source of materials offered by Sherburne County entitled 'Tools for Business' was discussed. Tools for Business is a local, state, federal and best-of-the web resource to start and grow your business. It was discussed by the commissioners to have the town board and the Baldwin Volunteer Corps utilize this information.

Old Business and Reports

Research: Since Planner Chard commented that research is close to being done, materials are to be handed in so they can be categorized into boxes.

Outline for Plan/Framework/Front Page (Artist?): An artist is being sought to do a presentation for the front page of the comprehensive plan. A draft format comprehensive plan by Planner Chard was presented and reviewed by the commissioners.

New Business

Discussion on Community Meetings/Mechanics: It was decided the meeting would be held in the town hall in order to have room to display the maps. Set up of tables and light refreshments will be provided by the Baldwin Volunteer Corps. There was discussion on having available a survey in order to gather opinions from the residents.

Training for Planning Commissioners for 2013: Planner Chard is hoping to have definite dates by the end of March.

Other: 60 Day Rule/Planning Commission Overview: A general overview slide presentation of Mn Statute §15.99; the 60 Day Rule was viewed.

Agenda Items for Next Month:

- Collate Research
- Begin Writing First Portion of Plan to be finalized by May
- Read and Become Familiar with Existing Township Regulations

Results of the one-word descriptions by the Commissioners:

- Carlile – Pride
- Perry – Antiquated for the Past; Transcendental for the Present
- Atwood – Small Town
- Harris – Country
- Rittenour – Home
- Patten – Ownership
- Dobson – Family

It was decided that the Planning Commission would continue to meet at 7:00 p.m. Members of the planning commission said they would help with the coffee fund.

Adjourn - Commissioners Perry/Rittenour unanimous to adjourn at 8:45 p.m.



Respectfully submitted:
Cheryl Goetz Dobson
Deputy Clerk



Peggy Patten, Chair