



SYLVAN TOWNSHIP

REGULAR PLANNING COMMISSION MEETING MINUTES

September 12, 2019 7:00 PM

(Recorded for Transcription Purposes Only)

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Chair Dave Johnson called the meeting to order at 7:05 PM and the Pledge of Allegiance was said. Roll Call: Those present: Vickie Kettlewell, Scott Hendrickson, Dave Skogen, Terry Quick, Dave Johnson, Board Liaison Yvette Adelman-Dullinger, and Jenna Ruggles, Deputy Clerk. Sign-In sheet attached.

Agenda: Scott Hendrickson moved to **approve the amended agenda**, seconded by Terry Quick and the motion carried.

Minutes:

August 8, 2019 PC Meeting amend/approve: Scott Hendrickson **moved to approve the minutes as presented**, seconded by Dave Skogen and the motion carried.

Public Input:

Tertin – James attended the meeting to get some feedback on how he should proceed to split his current 16.87 acres into two parcels one zoned Commercial and the other Residential. He would like to split off the 3 commercial buildings on about 4 acres to be zoned commercial and keep the rest for his residence. This way he can sell the commercial piece when he retires fully. The PC coached him on the laws and explained that Cass County would be where he needs to start. Dave will get back to James regarding the zoning currently on his property after doing some research.

Rasmussen – not in attendance. Dave explained that Eric came in and would like to get his body shop, that he purchased from Cal Snow, approved under the new SCO Ordinance as Commercial business. Discussion about doing a CUP that states it will be changed to Commercial after the SCO is amended. There is a Public Hearing set for next week before the board meeting. Dave had conditions typed up for the PC to review for Board recommendation. The PC reviewed and agreed that they should become commercial after the SCO Ordinance is in effect and that the conditions that Dave wrote are good to pass to the Board. Terry Quick **motioned to approve the conditions to be presented to the Board**, seconded by Vickie Kettlewell and the motioned carried.

Correspondence Received:

Cass County Permit Log – August 2019: There was 9 building permits and 3 variance permits issued for Sylvan Township for the month of August 2019.

Correspondence Sent:

None

Reports:

Yvette Adelman-Dullinger, Town Board Liaison: Yvette gave a brief report on their previous meeting:

1. Searcyville residents want new signs in the neighborhood for speeding traffic
2. Happy Go Lucky – Strega: more to come later in mtg
3. Camp Jim Road project work started
4. Culverts: Pillager Dam grant in the works and getting an estimate for Shady Hollow Road
5. Trees down with last storm
6. Salt/Sand shed coming soon
7. Shared Road agreements signed with neighboring Townships
8. Attorney was in attendance to discuss the following
 - Using Statue 429 instead of Subordinate Service Districts for Zebroski Acres and 42nd Street
 - Closing Gull Dam Road and putting in a round-a-bout by East Gull Lake City Hall
 - Redistricting District 1 (which we are part of)
 - Marijuana law changes, retraining of police dogs and cash flow increase could possibly bring in more crime
 - Recycling is changing carriers to Waste Partners as well as going to no sort and new containers

Previous Board Minutes & Public Hearing Minutes: You are receiving in your packets, please read them over for your information.

Old Business:

Ordinance Application and Checklist: Waiting on Board feedback

History Series – Red River Ox Cart Trails: There was a full house at this lecture, about 108. The next presentation will be held on September 24th, 2019 at 6:30 pm titled “The 1862 Uprising” at 6:30 PM. Looking like we will need to move the next series to Pillager School.

Sylvan Lake Park:

We made some progress...

- Got the brush and debris buried; which now showed us there is about 2-2 1/2 feet of nice topsoil
- Trail has been sprayed with weed killer
- Dave has 150lbs of grass seed to lay down on the trail
- Got some mulch from the brushing spread out and piled in the areas they felt needed some erosion control

Next steps:

- Dave is going to do some preliminary staking ... then have other PC members come see what they would like changed (this fall)
- Still reviewing handicap accessible areas, but looks like we could have at least 2 different trails to get good views (one of the lake and one of the wetland)
- Dave looking for a good mix for the handicap trail that is hard but can grow a small amount of grass. Scott may have a mix at Anderson Brothers that he will look into possibly getting for this as a donation to mix with grass seed.
- Vickie still giving some compost to fill in the pit area with, Dave will get an estimate to her later.
- Talks about a community planting day for the seedling trees

- Vickie/Greg to do a possible soil test to see how the Red Pines will do
- Setup a Sat/Sun to get a full design set for next year's plans

Next year plans:

- Topsoil in place for the grasses and flowers
- Buy the trees and shrubs and plant next spring
- Also do the seeding of the pit area next spring

Sylvan Commercial Ordinance Review: Terry, Yvette, John, and Dave had a meeting to go over the SCO and emphasis is mainly on clarifying Home Business vs. Home Occupation and what people can and can't do. They will be having another meeting soon that they are hoping to have more things to come back with.

Chad Knutson's Lighting: He was waiting on the sewer inspector for his latest building before he changed his lighting, because he wanted to do all the lighting at the same time. He was able to get him there now and his lights should be updated soon.

New Business:

Bike Corridor: Meeting on Wed. Sept 18th with Todd Holman and Scott Anderson here at 11:00 am everyone is welcome to attend. First step is to get Cass County on board, a good portion of it is going to run along Highway 36. Also looking at getting into the south side of the Railroad corridor.

Strege: Jessie want to build Body Shop; he is right off of Hwy 36 and Happy Go Lucky road. He would like to do an approach from Hwy 36 to the new 70x90 pole building; Dave told him that he had to work with Potlatch to get an easement (which he called Dave back and said he thinks he is good to buy that land from Potlatch). He would like up to 3 employees. He only restores classic cars and does about 10 cars a year and everything would be 100% inside. He has a good standing business as he has a waiting list of 50 cars right now. Currently this property is very wooded but adding that large building would open it up. Since the entrance would be on the curve of Hwy 36 PC talked about how they do not think that the County would allow for a driveway right there. Planning Commission members are looking to get him into a Commercial lot in Sylvan instead. Having a hard time deciding on if this could be a good home business because everyone is building pole building of this size of larger, so it is not too much of a difference for the looks of our residential neighborhoods. We still would like to get people into our Commercial areas.

(Side Note: Dave is going to also ask the Board if we can get a listing of Commercial properties available and the cost on our website. Benefits of this are that if the properties are sold and developed that we get more tax dollars.)

Payroll Changes: Planning Commission members will now be paid monthly, same as the Board members. Calendars will go out with their check on the first Friday of each month and they will just need to return them by the last day of each month.

Workshop on September 18th: Dave Skogen only one attending.

Lighting in the Township: Vickie would like to see us get our recognition program going for having good lighting in the Township. Both business and residential. Vickie will do a write up for the newsletter to announce the recognition program and the Planning Commission

members will start to jot down a few to recognize in the next month. Add article to the website with some recognition as well before the newsletter.

Annual Reviews:

None

Announcements: Read

Things to think about: SCO footprint size and other criteria for next meeting

Adjournment: Scott Hendrickson **moved to adjourn**, seconded by Terry Quick and the motion carried with the meeting being adjourned at 8:35 PM.

Minutes submitted by:

Jenna Ruggles, Deputy Clerk

PC Member _____ moved to approve the minutes as presented/amended, seconded by _____ and the motion carried.

Amendments:

Date: