



REGULAR PLANNING COMMISSION MEETING MINUTES
May 13, 2021 7:00 PM

Note: All motions were carried by a roll-call vote through the video conference meeting, this meeting was recorded and will be kept in electronic records with the minutes.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Chair Dave Johnson called the meeting to order at 7:00 PM and the Pledge of Allegiance was said. Roll Call: Those present: Dave Johnson, Vickie Kettlewell, Terry Quick, Scott Hendrickson, Dave Skogen, Board Liaison Yvette Adelman-Dullinger for Greg Bennett, and Colleen Putnam, Deputy Clerk. Excused Absence: Greg Bennett. Sign-In sheet attached (no signatures due to covid).

Agenda: Terry Quick moved **to approve the agenda**, seconded by Vickie Kettlewell and the motion carried.

Minutes:

April 8, 2021 PC Meeting amend/approve: Scott Hendrickson **moved to approve the minutes as presented** seconded by Dave Skogen and the motion carried.

Public Input:

Jesse Strege – Hot Rod Ridge: Jesse is here tonight to submit his application, site plan, building design and building lay out to build a shop in the Sylvan Commercial Park for restoration of old vehicles. It will be a one-story building. Site plan shows fencing, trees, retention pond, signage, storm shelter and fire extinguisher. Jesse has 5 employees beside himself. There was discussion regarding he would need to go to Cass County for his septic system permit. Other items discussed: parking 11-12 stalls; screening; hours of operation will be 7:00 am – 9:00 pm. Lighting will need to be down lighting. There was also discussion on drainage and hard surface. Discussion on paint recycling. Items Jesse needs to complete: signature on application; check; larger site plan. The Planning Commission members were in agreement the application should be forwarded on to the Town Board for their review and a public hearing set up. Dave will work on facts and findings.

Correspondence Received:

Cass County Permit Log – April 2021: There were 5 building permits which included decks and additions; and 2 shoreland alterations permits issued for the month of April 2021.

Correspondence Sent:

None

Reports:

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

1. Annual Road review was held will be looking at different roads to repair.
2. Will be installing security cameras at the Town Hall. There will be 2 inside the building and 3 outside. Will also be using cell phone version instead of land line.
3. Had discussion on B oil and C oil.
4. Dandelion Lane residents would like the Township to take over their road.
5. Will be getting bids for Shady Hollow Road to make improvements.
6. The Board has been having discussion on Lake Road which is a "paper road". Also having discussion on 26th Ave, there are a lot of issues with that road.
7. Will be interviewing for a temporary scanner to help with the records retention.

Previous Board Minutes: You received in your packets, please read them over for your information.

Old Business:

Sylvan Lake Park: Dave planted 125 trees on Saturday May 8th. Scott Forsythe also helped for a while. There are another 50 trees that need to be planted which will be done on Saturday, May 15th at 10:00 am. Will also be doing other work at the park too. There was discussion having Cal Disterhaupt do more clearing for trails. Vickie stated she would take some pictures to put on the website and in the newsletter. There also was discussion regarding putting together a list of items for donations.

Cass County Discussion with Township: A Memorandum of Understanding (MOA) was sent to Cass County ESD for their reviewal. They sent it back with a few small changes. Greg Booth signed the MOA which was emailed back to John Ringle, ESD. It will be sent on to the Cass County Board for reviewal and approval.

Commercial Zoning: The Planning Commission members discussed commercial zoning on the Hwy. 210 corridor at previous PC meetings. After discussion it was decided to put this on hold and have the Planning Commission research what other towns are doing on their major roadways and the PC will work on what businesses should go where on the Hwy. 210 corridor.

New Business:

None

Annual Reviews: None

Announcements: Read

Adjournment: Scott Hendrickson **moved to adjourn**, seconded by Terry Quick and the motion carried with the meeting being adjourned at 8:50 PM.

Minutes submitted by:

Colleen Putnam, Deputy Clerk

PC Member Vickie Kettlewell approved the minutes as presented, seconded by Dave Skogen and the motion carried.

Date: 6-10-2021