



REGULAR PLANNING COMMISSION MEETING MINUTES
July 8, 2021 7:00 PM

Note: 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: Vickie Kettlewell, Terry Quick, Scott Hendrickson, Dave Johnson, Dave Skogen, Board Liaison Greg Bennett, and Colleen Putnam, Deputy Clerk. Sign-In sheet attached (no signatures due to covid).

Agenda: Scott Hendrickson moved to approve the amended agenda, seconded by Dave Skogen and the motion carried.

Minutes:

June 10, 2021 PC Meeting amend/approve: Scott Hendrickson moved to approve the minutes as presented seconded by Terry Quick and the motion carried.

Public Input:

Brian Smith: Is present tonight for further discussion regarding building 2 sheds at 12146 Cty. Rd #18 Brainerd MN (2 parcels) to be used for repair of motorcycles, snowmobiles, atv's and personal watercraft. He may sell Ridgeline trailers. One shop will be 32x42 and used for repairs the other would be 24x24 and used to store the repaired machines. Brian was present at last month's Pc meeting and Town Board meeting. There was further discussion it could be a home business with an interim use which would require a public hearing. There also was discussion he has not completed his application or site plan. He would need to contact Cass County regarding putting two (2) parcels into one and would need to fill out an application for the buildings with Cass County. There also was discussion regarding the wetland area on the property. Vickie stated she would need more information before she could make a decision. Dave Skogen stated he was ok with it if it meets our SCO for Home Business. Terry and Scott were also fine with it. It was decided Dave Johnson would meet Brian on Monday, July 12,2021 at 9:00 am at the site and go over the application and site plan. Dave will work on facts and findings.

Correspondence Received:

Cass County Permit Log – June 2021: There were 8 building permits which included garages, SSTS, sheds and pole buildings and 2 shoreland alteration permits issued for the month of June 2021.

Correspondence Sent:

None

Reports:

Greg Bennett, Town Board Liaison: Greg gave a report on their previous meeting:

1. Closed the account at Bremer Bank, moved the money and opened an account at Mid MN as they had better interest rates.
2. Road Report: added addendum for Shady Hollow Road work and will have Anderson Brothers do the work on Prairie Ridge and Prairie Court. Passed a resolution to lower the speed limit to 25 mph. on Lincoln Drive and Goodrich. They met the qualifications for being under a half mile.
3. Legacy Grant – Greg Booth and Yvette attended a meeting. There is a video explaining what they are doing. (Colleen will get the link and send to the PC members).
4. Preconstruction meeting for 43rd and Spring Road on Friday, July 9, 2021.

There was discussion at this time regarding the 4-wheelers, atv's etc. traveling on Lincoln and Goodrich. One thing that would make a difference if Anderson Brother's could move their fence at the pit out further, but Cass County stated they could not. There was discussion regarding leasing the land from Cass County then the Township could control more of the atv traffic. There also was discussion if Cass County can lease their land.

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

Old Business:

Sylvan Lake Park: Crow Wing Soil and Water grant has been submitted and closed out. We need to submit the paperwork for the Sourcewell grant by July 15,2021. We will submit the bill from Anderson Brothers and Cal Disterhaupt.

Dave stated he went to the park and the pit area where the fescue was planted has died and also half of the trees. Weeds have taken over the area. Per Adam from Crow Wing Soil Dave did mow some of the areas. The original trails look pretty good. Some other items that need to be done is spray for weeds on the trails and clean up were reseeding needs to be done. There was also discussion regarding having a few volunteers with the Sylvan Park committee help on a weekly basis pulling weeds and picking up sticks.

Policy on Deer stands: There was previous discussion on allowing portable stands that are being put up in the park, MN Power land and Potlatch by hunters which can only be bow, muzzle or shotgun, to stay up for the week or for the season and then take it down. After further discussion it was decided to write a policy stating portable stands would be allowed to be put up for the season but would need to be removed at the end of the season. Dave stated he would work on a policy and bring back to the next Planning Commission meeting.

Commercial Zoning: The PC will continue to work on what businesses should go where on the Hwy. 210 corridor and what could go on the other roads. Dave Johnson stated he has looked at Baxter's zoning and will look at it again and highlight some areas. Scott Hendrickson will look at the City of Becker and Vickie will look at Bemidji. They will highlight some areas and email them to Colleen who will then forward it on to the other PC members.

Memorandum of Understanding – Cass County and Sylvan Township: There has been discussion and some confusion if a resident lives in a commercial zone and puts up a building, etc. for residential use who does the permitting. The Planning Commission discussed if it is a residential use Cass County should do the permitting and we would only do the permitting of the business when the use is going to be commercial. The PC decided to add more verbiage to the MOU to clarify that. After further discussion Vickie Kettlewell **moved to recommend the Town Board approve the additional language for the MOU under #1, to add: In the event the intended use of the property is strictly residential, even though in a commercial zone, Cass County will manage the permitting of the buildings** seconded by Terry Quick. The question was called and the motion carried.

New Business:

JIBEC – Fence: They would like to put up a fence similar to Preferred Pump to enclose where their pallets and dumpster would be and also add gravel. It would be 8’ high. JIBEC is a grandfathered business. They were supposed to drop off a site plan showing where it would be located but have not. There was discussion it could be an amendment with a \$50.00 fee. There was further discussion if the PC should act on it if we do not have the site plan. After further discussion the Planning Commission stated if there are no setback issues, no site line issues and no drainage issues and meet all the requirements that is in the SCO the PC could proceed. After more discussion Scott Hendrickson **moved to recommend if JIBEC meets all the requirements of the SCO regarding setbacks, site line issues and drainage issues the Town Board approve the Amendment application for \$50.00**, seconded by Dave Skogen. The question was called and the motion carried.

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 8:45 PM.

Minutes submitted by:

Colleen Putnam, Deputy Clerk

PC Member Scott Hendrickson approved the minutes as presented, seconded by Terry Quick and the motion carried.

Date: 8-12-21