



SYLVAN TOWNSHIP

REGULAR PLANNING COMMISSION MEETING MINUTES

March 10, 2022 6:30 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 6:30 PM and the Pledge of Allegiance was said. Roll Call: Those present: Dave Skogen, Terry Quick, Dave Johnson, Vickie Kettlewell, Scott Hendrickson, Board Liaison Greg Bennett, Colleen Putnam, Deputy Clerk and Lydia Marohn, Assistant Deputy Clerk. Sign-In sheet attached (no public attendance).

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

Minutes:

February 17th, 2022 PC Meeting amend/approve: Scott Hendrickson moved to approve the minutes, seconded by Vickie Kettlewell and the motion carried.

Public Input: None

Correspondence Received:

Cass County Permit Log – February 2022: There were 1 building permit for a house, one to replace an existing deck, 6 holding tanks and one ATF Rip Rap issued for the month of February 2022.

Correspondence Sent:

None

Reports:

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

1. The Board had two resolutions at last meeting. One was re-establishing the Precinct/Polling Place to Sylvan Town Hall, and a resolution establishing Keith Card interest for becoming a supervisor.
2. Discussed a resident's request who lives on Crow Drive to take over their road and decided their issue should go to the Planning Commission's meeting.
3. Reports that the residents have been very happy with the maintenance of the roads this winter.
4. The Board of Appeal and Equalization meeting is moved to Friday April 15th.
5. Camp Ripley will be presenting May 19th at the Town Hall as to what the activity will be this upcoming year.

6. Updated the Planning Commission on the progress for 134th Street Project.

Dave Johnson, Chair: Dave Johnson gave a report of a meeting he and Keith Card attended in Baxter regarding Overlook Park. Baxter is looking at doing an 880-acre park on the south side of Baxter but up to the county line. They are having 4 additional meetings plus public information meetings.

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

Old Business:

Sylvan Lake Park: The Board members came to the meeting with suggestions for the names of the three trails for Sylvan Lake Park. After discussion and a vote, the three names were decided. For #1 Trail- Wetland Circle; #2 Trail- Sylvan Ridge Trail; and 3rd Trail- Woodtick Hollow.

Definitions in the SCO: The new definition for Variance was chosen to eliminate the existing definition. The Board approved to take the definitions to a Public Hearing.

Veteran's Trail: The Board will seek to get more detail regarding the Veteran's Trail. Darrick Anderson, Cass County Engineer, will be contacted by Dave Johnson to obtain more information on the type of land that can be used for trail. The proposed trail would run up to County Road 36 and the Schmidt's have offered to donate some of their property for the trail. Question was asked whether the Railroad or State be approached for donation of land for trail. Scott Hendrickson will speak with Tony Hughes. Would a railroad easement along State Highway 210 meet the need? Dave Johnson to speak to the School Trust and DNR. Suggestions for any alternate solutions are welcomed. Dave Johnson also going to contact Frank Gosiak to get him on future agenda.

Business Permits: Discussed Township's definition of Home Occupation. Home Occupation businesses are not required to be permitted. Dave Johnson recommended having a permit process in place with no fees. This would be a way for the Township to keep track of the number of Home Occupation businesses. The permit paperwork would include information that would set the limits for the Home Occupation and provide clarity in case the business were to expand. It was recommended to make a motion for the Home Occupation Permit process. No motion was made. Greg Bennett is taking the issue to the Township's attorney.

New Business:

Anderson Property: Township was contacted regarding snowmobiles driving from township property onto their private land. Several options were discussed with the conclusion that no solution would not lower liability. A motion was suggested for the township to place signs saying that no motorized vehicles can be on the property. Terry Quick made a motion to leave as is, there was no second to the motion.

Annual Reviews: None

Announcements: Read

Adjournment: Scott Henderson **moved to adjourn**, seconded by Vickie Kettlewell and the motion carried with the meeting being adjourned at 7:40 PM.

Minutes submitted by:

Lydia Marohn, Deputy Clerk

PC Member _____ approved the minutes as presented, seconded by
_____ and the motion carried.

Date: