



SYLVAN TOWNSHIP

REGULAR PLANNING COMMISSION MEETING MINUTES
October 13, 2022 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: Vickie Kettlewell, Terry Quick, Dave Johnson, Dave Skogen, Acting Board Liaison Bob Johnson for Greg Bennett, Colleen Putnam, Deputy Clerk. Excused: Scott Hendrickson. Sign-In sheet attached.

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

Minutes:

September 8, 2022, PC Meeting amend/approve: Terry Quick moved to **approve the minutes**, seconded by Vickie Kettlewell and the motion carried.

Public Input:

Ryan Trout: Is present tonight regarding building his home in the commercial zone, on land he is purchasing on 33rd and Hwy. 210. He plans to add an in-home daycare at his residence, they will have a total of 10 children with two of those being his own. After discussion it was decided he should go to Cass County for the building permit and the daycare business through Sylvan Township. It will be a Home Business – Interim Use but will not need a public hearing as it is in the commercial zone. Dave will meet with Ryan and go through the application and checklist.

Ryan Bodell, Bodell Excavating: Ryan has returned to the meeting tonight to bring in a copy of his certificate of survey, to scale, showing his buildings, septic, etc. There was discussion regarding the size of his trucks there may be a possibility of doing a variance for that part of the permit. It will be a Home Business – Interim Use permit which will require a public hearing. Dave will meet with Ryan on Tuesday, October 18, 2022 at 5:30 pm at his residence to go through the checklist and look over the location of buildings, location to neighbors, etc.

Swede Arneson: Here to observe.

Correspondence Received:

Cass County Permit Log – September 2022: There were 5 buildings permits, 1 reclassification and 1 shoreland alteration issued for the month of September 2022.

Correspondence Sent:

None

Reports:

Bob Johnson, Acting Town Board Liaison

1. Bob discussed adding verbiage on the driveway permit regarding driveways that cannot be completed from November through April. The resident would still get their deposit back and would be allowed to finish the driveway in the spring. After discussion the PC members stated they did not feel the deposit should be returned until the driveway is completed.
2. A recipient of the hardship grant will be getting help from the Lions and some Board members to clean up his residence in the Bigwater area on Saturday, Oct. 15th at noon.
3. Bob attended the Fire Assn. meeting and was informed there are 5 new recruits.
4. Received another bill from Bryan Smith.
5. Bob and Dave put up new lights in one of the sheds here at the Town Hall.

Dave and Terry asked Bob if he could ask the Town Board if the flags on County Rd. 36 could be removed as most of the work is completed near the MN Power Solar Farm. Dave also suggested the Road Committee meet again.

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

Old Business:

Sylvan Lake Park: Dave Johnson stated he had made some signs with the names of the trails and put them up at the park. Vickie is still getting prices for the large sign at the entrance. Dave is getting a price from the sign company in Staples. Dave stated he will make a temporary sign so people know where the entrance is located. The Sylvan Ridge area will need to be reseeded. Wetland Circle area will need to be smoothed out with skid steer. Will still need to do bud capping. Next year will be planting trees, doing a forestry plan and a planned burn. Dave would like all members of the park committee to walk the park.

Vision Session - ATV: The Vision Session was held on Thursday, Sept. 22, 2022. There were 4 questions asked: 1). How do you use your ATV 2). Downside or negatives of ATV use 3). What can local community do to help situation 4). What should be done with the highline corridor. Top answers are listed below:

Question 1: As a yard tool

Question 2: Trespassing

Question 3: Authorize Class 1 riding on shoulder

Question 4: Leave as is

After further discussion most of the PC members decided not to make any changes to the ATV riding or the high line corridor. It was discussed to put articles in the newsletter periodically on ATV safety.

New Business:

Comp Plan: Dave asked the PC members to start going through the Comp Plan and use a green marker for items/verbiage that should stay, yellow marker for items/verbiage that needs to be adjusted and a red marker for removal of items/verbiage.

Annual Reviews: None

Announcements: Read

Adjournment: Dave Skogen moved **to adjourn**, seconded by Vickie Kettlewell and the motion carried with the meeting being adjourned at 9:20 PM.

Minutes submitted by:

Colleen Putnam

Colleen Putnam, Deputy Clerk

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

Date: 11-10-22