



REGULAR PLANNING COMMISSION MEETING MINUTES
December 8, 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: Vickie Kettlewell via Zoom, Terry Quick, Dave Johnson, Dave Skogen, Tony Hughes and Larry Beimert, Road Committee, Board Liaison Greg Bennett, Colleen Putnam, Deputy Clerk. Excused Absence: Scott Hendrickson. Sign-In sheet attached.

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

Minutes:

November 10, 2022, PC Meeting amend/approve: Terry Quick moved to **approve the minutes**, seconded by Dave Skogen and the motion carried.

Public Input:

Lucas Pickle: Lucas stated he is present to discuss opening a business in the Sylvan Commercial Park. He is in the process of purchasing Lot A in the Sylvan Commercial Park and building a storage building. The storage building would have four (4) individual spots (3 large ones and 1 small one) for additional businesses. He also would have his own business and office inside the building. Dave stated he would need to fill out the application, checklist, a complete site drawing showing drainage, parking, sewer and well. Dave stated two (2) people would meet with him. Lucas would need to bring the completed application, checklist and site plan to the Planning Commission meeting on Jan. 12, 2023. Lucas was also informed he would need a driveway permit.

Correspondence Received:

Cass County Permit Log – November 2022: There were 4 buildings permits consisting of 1 home, 3 pole buildings, 1 shoreland alteration and 2 SSTS issued for the month of November 2022.

Correspondence Sent:

None

Reports:

Greg Bennett, Town Board Liaison

1. Bryan Drown, Sylvan Township Engineer, is putting numbers together for the top 3 road projects for next year.
2. The Town Board is still working with the City of Pillager regarding Pillager Damn Rd.
3. The Town Board decided to leave the fee schedule as is.
4. Just found out CTC did get additional grant so will be working on Phase 2 and 3 for the Broadband project.
5. Apparently, there is another VRBO in the Bigwater area, he will drive out to see if he can locate it.

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

Old Business:

Comp Plan: The Planning Commission members along with Tony Hughes and Larry Beimert, with the Road Committee, discussed the Policy Plan section regarding transportation and also the Transportation section of the Comp Plan, Scott Hendrickson emailed his Comp Plan comparisons and observations. Changes will be emailed prior to the working meeting. There will be a working meeting for the Planning Commission members to work on the Comp Plan on January 10,2023 at 7:00 PM

Veteran's State Trail: Dave Johnson informed the Planning Commission members he received a call from Frank with the Veteran's State Trail out of Little Falls. Frank is wondering if someone in this area would like to serve on the committee. Greg Bennett will take it back to the Town Board for discussion.

Sylvan Lake Park: Dave Johnson stated we are working on completing the hours and billings to send to Adam with Crow Wing Soil and Water for the grant.

New Business:

None

Annual Reviews: None

Announcements: Read

Adjournment: Terry Quick moved **to adjourn**, seconded by Dave Skogen and the motion carried with the meeting being adjourned at 9:00 PM.

Minutes submitted by:
Colleen Putnam
Colleen Putnam, Deputy Clerk

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

Date: 01-12-23