



**REGULAR PLANNING COMMISSION MEETING MINUTES**  
**September 14, 2023 7:00 PM**

**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, Liaison, Greg Bennett and Lydia Marohn, Assistant Deputy Clerk. Excused: Scott Hendrickson. Sign-In sheet attached.

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

**Minutes:**

**August 10, 2023, PC Meeting amend/approve:** Vickie Kettlewell moved to **approve the minutes**, seconded by Terry Quick and the motion carried.

**Public Input:**

Joshua Jeziorski came before the Planning Commission to answer any questions regarding his application for a Short-Term Rental. Mr Jeziorski had his paperwork in order with a couple of exceptions. Mr. Jeziorski had yet to show proof that his insurance was paid in full and he still needs to provide the Fire Inspection Report. A Motion was made to **approve** the application for a Short-Term Rental and recommend such to the Board of Supervisors. The **motion** was made by Terry Quick and **seconded** by Dave Skogen.

Ethan and Annie Russell attended the meeting in order to ask questions regarding the township take over of Acorn Drive SW.

**Correspondence Received:**

**Cass County Residential Permit Log – August 2023:** There were 11 building permits which consisted of 3 homes, 2 additions to existing homes, 4 sheds, and 2 decks. There were 6 septic systems and 3 shoreland alterations.

**Correspondence Sent:**

None

**Reports:**

**Greg Bennett, Town Board Liaison**

Greg discussed several topics including placement of speed limit signs, the cul-de-sac on Barnett Road, Shady Hollow Road fix and the complaint regarding a parcel on Crow Drive. Supervisor Bennett reported that the county has a no marijuana use on public land or spaces in place which would cover anything that the township would want. It was reported that the county expects to ask for a 13% levy increase for next year which hopefully will allow additional staff in the County Attorney's Office to deal with ordinance violations.

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

**Old Business:**

**Comp Plan:** It was decided not to go ahead with reviewing the proposed changes to the Comp Plan at this meeting. It will be addressed at the next meeting and in the meantime, the new documents provided will show the information that was taken out of the original document and then show the suggested new language marked in red. It was highly recommended that the changes be presented a week ahead of the next meeting to give ample time for review.

**Sylvan Lake Park:** Dave Johnson reported that he would like to put a committee of volunteers together and for the purpose of working on very topic specific projects. PC members agreed that it was a good way to proceed. Also, Chairman Johnson wants to explore the idea of partnering with Sourcewell in obtaining funds for things such as tools, picnic tables, etc. to have for use in the park. Dave Skogen has a connection with Sourcewell and has agreed to check with them to see if this is possible.

**Grants:** Dave Skogen updated the Board of his work on possible grant applications. One he checked into wasn't available for townships. DNR has a grant for 100 trees and will be available next spring. Commissioner Skogen also shared that there is another grant available however it will require road descriptions, road improvement plan.

**Chairman's Updates/Follow-up:** Noticed there is new building at daycare site on 33<sup>rd</sup> Ave SW which has not been permitted; the lightening at Hot Rod Ridge was updated and looks good; and need to check the lightening on private building in the Industrial Park on Alfalfa Lane SW.

**New Business: None**  
**Annual Reviews: None**  
**Announcements: Read**

**Adjournment:** Terry Quick moved **to adjourn**, seconded by Vickie Kettlewell and the motion carried with the meeting being adjourned at 8:05 PM.

Minutes submitted by:



Lydia Marohn, Assistant Deputy Clerk

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

Date: 10-12-23



# Sylvan Township

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## PLANNING COMMISSION MEETING

September 14, 2023 7:00 PM

### AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL:

2. Review/Amend/Approve Agenda:

3. Amend/Approve Minutes:

3.1 August 10, 2023: PC Meeting Minutes amend/approve

4. Public Input:

4.1 Joshua Jeziorski, STR

4.2

4.3

5. Correspondence Received:

5.1 Cass County Residential Permit Log – August 2023--

5.2

5.3

6. Correspondence Sent:

6.1

6.2

7. Reports:

7.1 Town Board Liaison – Greg Bennett

7.2 Previous Board Meeting Minutes – 08/03/23 & 08/17/23

7.3

8. Old Business:

8.1 Comp Plan – Land Use section

8.2 Sylvan Park

8.3 Shant info - Dave S. c

9. New Business

9.1

9.2

9.3

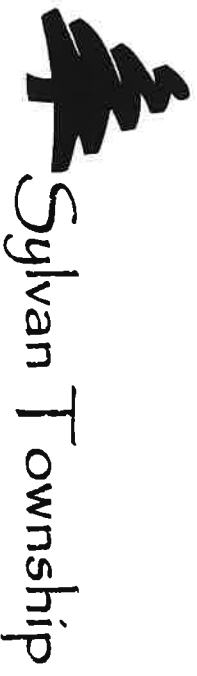
10. Annual Reviews:

10.1

11. Announcements:

September 21, 2023 - Reg. Board meeting – 7:00 PM

12. Adjournment:



PLANNING COMMISSION REGULAR MEETING

September 14, 2023

7:00 PM

**Please Sign In - Please Print Legibly. Thanks**

- |    | <u>Name:</u>                   | <u>Address:</u>                 | <u>Telephone #:</u> | <u>Email Address</u> |
|----|--------------------------------|---------------------------------|---------------------|----------------------|
| 1. | Josha Michael Jeziorski        | 2615 Wilderness Dr SW, Pillager | 320-630-5952        | joshjez@pioneer.com  |
| 2. | ANNIE <sup>SRMAN</sup> RUSSELL | 1425 Acorn Dr SW, Pillager      | 318-203-7459        |                      |
| 3. |                                |                                 |                     |                      |
| 4. |                                |                                 |                     |                      |
| 5. |                                |                                 |                     |                      |
| 6. |                                |                                 |                     |                      |