



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

phone: (218) 746-3652 / fax: (218) 746-3612 / e-mail: info@sylvantwp.com

BOARD OF SUPERVISORS WORKING MEETING

Agenda – January 18, 2024 6:30 PM

*Recorded for Transcription Purposes Only

1. **Call To Order Pledge of Allegiance**
 - 1.1. **Roll Call:** (AS KC Bennett BJ Booth - JR)
 - 1.2. **Move to amend/approve agenda**

2. **STRs (*Short Term Rentals*)**
 - 2.1. **PC action ladder**
 - 2.1.1. **Meets with Resident**
 - 2.1.2. **Reviews Checklist and Application are complete**
 - 2.1.3. **Makes Recommendation to the Board**
 - 2.2. **BOS Review of New/Annual Permits**
 - 2.2.1. **(New) Shoreline Setback & Premises Inspection (See Permit App)**
 - 2.2.2. **(Renewal) Premises Inspection & Review Changes (See Ann Permit Renewal App)**
 - 2.2.3. **Approves/Disapproves Permit at BOS Mtg (*prior or after inspections*)**
 - 2.3. **Complaints/Issues**
 - 2.3.1. **Clerk takes complaint**
 - 2.3.2. **Sheriff Report has incident**
 - 2.3.3. **Other**

3. **SCOs (*Sylvan Commercial Ordinance*) -> *Businesses***
 - 3.1. **PC action ladder**
 - 3.1.1. **Meets with Resident**
 - 3.1.2. **Reviews Checklist and Application are complete**
 - 3.1.3. **Makes Recommendation to the Board**
 - 3.2. **BOS action ladder**
 - 3.2.1. **Approves/Disapproves Permit at BOS Mtg**
 - 3.3. **Complaints/Issues**
 - 3.3.1. **Action ladder/plan**

4. **Complaints/Issues -> Road & Other**
 - 4.1. **Clerk takes complaint**
 - 4.2. **PC sees issue**
 - 4.3. **BOS sees issue**
 - 4.4.

Adjournment

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