



SYLVAN TOWNSHIP

REGULAR PLANNING COMMISSION MEETING MINUTES
April 11, 2024 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: Vice Chair Scott Hendrickson, Terry Quick, Dave Skogen and Vickie Kettlewell, Board Liaison, Greg Bennett and Lydia Marohn, Assistant Deputy Clerk. Sign-In sheet attached.

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

Minutes:

March 14, 2024 PC Meeting amend/approve: Scott Hendrickson **moved to approve the minutes**, seconded by Dave Skogen and **the motion carried**.

Public Input:

Ryan Trout came with a request to put a billboard on his property. He was given a copy of the information sheet provided by MNDOT. After discussion, it was determined that Ryan is to contact MNDOT and when he has fulfilled their requirements, he can stake out the location of the billboard and then contact the township and discuss the next step.

Caleb and Stacy Lindberg appeared to discuss their desire to have a small engine repair business located at their residence. It seemed that the permit they were going to need was a Home Occupation Permit. Chair Johnson recommended that they complete a check list of the requirements. A business permit packet was given to them for their review and would follow up if they had any questions.

Tyler Miller presented a General Business Permit Application for a business named Founder Arm Inc to be in the building of Four Stalls. The business will be for the purpose of selling firearms. There was discussion regarding the federal permits for selling firearms and Tyler had met all those requirements. It was **motioned by Terry Quick** that the General Business Permit be approved by the Planning Commission and should be forwarded to the Board of Supervisors next meeting, **Scott Hendrickson seconded the motion and motion carried**.

Correspondence Received:

Cass County Residential Permit Log – March 2024: There were 5 building permits which consisted of 2 new homes, 1 garage and 2 additions. There were 3 SSTS and 1 Shoreline Alternation for March.

Correspondence Sent:

None

Reports:

Greg Bennett, Town Board Liaison: Item discussed at previous Town Board meeting:

1. Solar Project was tabled.
2. Comp Plan was discussed, and changes are still being made.
3. Big Water Investment was discussed whether the classification as Short-Term Rental is accurate. There is a lot of legitimate concerns from neighbors and township as to the amount of noise and number of units at that site.
4. The Annual Road Review is scheduled for next Saturday morning.
5. Board of Equalization will be meeting this Friday.

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

Old Business:

Comp Plan:

Dave Johnson shared that revisions are still being done but close to being finished. Have achieved the goal of making it more concise but basically saying the same thing. Need to look at the Introduction Section and Vickie Kettlewell will be looking into that piece. Need to review to compare strike outs, beginning and end of plan.

Sylvan Lake Park:

Dave Johnson shared that he is going to plan a Park Committee Meeting for either April 29th or 30th.

New Business:

No new business.

Annual Reviews: None

Announcements: Read

Adjournment: Scott Hendrickson moved **to adjourn, seconded** by Terry Quick and **the motion carried** with the meeting being adjourned at 8:00 PM.

Minutes submitted by:

Lydia Marohn, Assistant Deputy Clerk

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

Date: