



12956 24<sup>th</sup> Avenue SW, Pillager, MN 56473

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## **REGULAR PLANNING COMMISSION MEETING MINUTES**

**July 11, 2024, 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: Vickie Kettlewell; Terry Quick; Scott Henderickson; Dave Skogen; Chair, Dave Johnson, Board Liaison, Greg Bennett; and Clerk/Treasurer, Jenna Ruggles. The sign-in sheet is attached; Jason Dillion, Brandin Schmidt, and David Winkelman were present.

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

**Minutes: June 13, 2024 PC Meeting amend/approve:** Vickie Kettlewell moved to **approve the minutes**, seconded by Scott Henderickson and the motion carried.

### **Public Input:**

**David Winkelman** was present to explain and ask for a Conditional Use Permit for the Sunup Solar Farm application. They will be placing Agrivoltaics Solar PV Array on approximately 1.5-acres of the 10-acres of leased land. Discussions from the Planning Commission members included location, buffer, and screening. Some would like to see this mirror the conditions from the first Solar Farm, others feel it is in an area where a berm may not be needed with how far back. Terry Quick **moved to recommend the Town Board have a Public Hearing to determine details on whether the location is good and if a berm is needed or other conditions need to be set also then to approve a Conditional Use Business Permit for Sunup Solar Farm**, seconded by Dave Skogen. The question was called, and the motion carried with Vickie Kettlewell abstaining from the vote.

**Jason Dillion and Brandin Schmidt** were present to ask about putting in a Short-Term Rental that would consist of 2 campsites and not an actual structure. Discussions included how it would fit into our Ordinance or if it would fit into Cass County's Ordinance. It was also mentioned that Cass County is developing a Short-Term Rental Ordinance at this time to be completed by next year. Mr. Dillion and Schmidt indicated that they would not be ready to start this Short-Term Rental until next year, possibly the spring. Greg Bennett said he would discuss this with the Board as well and bring back their thoughts to the next Planning Commission meeting.

**Correspondence Received: Cass County Permit Log – June 2024:** There were 10 building permits, 7 SSTS and 3 Shoreline Alternations for June.

**Correspondence Sent:** None

### **Reports:**



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- **Greg Bennett, Town Board Liaison:** Items discussed at previous Town Board meeting:
  - The Board approved a Resolution on Public Input at the Township meetings.
  - West Sylvan was looked into starting work this year, there is a small section that can't wait until next year.
  - The Township will be moving forward with the Certificate of Indebtedness for \$1.2 million next year for road projects.
  - Another group of residents would like Sylvan to take over their road, Deerview Trail.
  - Short-Term Rental application came into The Board and was denied at the last meeting because the resident did not follow the Ordinance; she will be appealing at the next Board meeting.
- **Previous Board Minutes:** You received in your packets, please read them over for your information.

#### Old Business:

- **Comp Plan:** Comp Plan is tabled until the next meeting when Deputy Clerk is back in the office.
- **Sylvan Lake Park:** Dave Johnson received a quote from Pam on the Park Committee for a kiosk to be built for \$1,600-\$1,700; he will send a picture over later. He is also planning on having a table at the Community Day again and having pictures of the flowers and weeds, Vickie Kettlewell said that she will try to make time to take the pictures for him. The next Park Committee meeting will be held in August. Blue Ox will now be doing the mowing out at the park. The plan is to possibly burn in the fall or next spring; Dave Johnson mentioned increasing the size of the burn area.

#### New Business:

- **STR** was discussed in the Board report above.

**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 8:34 PM.

Minutes submitted by:

  
\_\_\_\_\_  
Jenna Ruggles, Clerk/Treasurer

Date: **08.08.2024**

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