



BALDWIN TOWNSHIP

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PLANNING COMMISSION MEETING MINUTES

Date: July 9, 2014
Time: 8:10 p.m following Public Hearing on Comprehensive Plan
Place: Baldwin Town Hall

1. Call to Order:

The July 9, 2014 Baldwin Planning Commission meeting was called to order by Chairperson Judy Thorson at 8:10 p.m. The Pledge of Allegiance was deferred.

2. Commissioners Present:

Commissioners present and in attendance were Terry Carlile, Peggy Patten, Judy Thorson, Rich Harris and Ross Perry. Planner Bridget Chard was in attendance as well as Town Board Supervisor Liaison Randy Atwood. Clerk/Treasurer Cathy Stevens took the minutes. Sign in sheet is attached.

3. Claim Forms:

The claim forms were passed out and returned to the Clerk/Treasurer.

4. Move to Approve/Amend Agenda:

Add to Old Business "Meet with County". Add to New Business "Change to Public Forum". Add "Comment to Last Month's Meeting" under Secretary's Report. Commissioners Harris/Perry unanimous to approve agenda as amended.

5. Secretary's Report:

a. Planning Commission Meeting Minutes of 12.June.14 – move to approve

Commissioner Patten pointed out a correction on the last page which stated "June 9th" and it should be "July 9th": Commissioners Perry/Patten unanimous to approve as amended.

b. Handout Signed Planning Commission Meeting Minutes of 21.May.14 to Planning Commission:

The signed and approved minutes of May 21, 2014 were distributed in order to be added to the commission books.

c. Comment to Last Month's Meeting.

Commissioner Rich Harris referenced an item on the second page of the June 12, 2014 meeting minutes (specifically "Set Up Open Houses/Public Hearing Date"). He had blurted out that the motion had failed. It is actually the duty of the chair of how the motion went. Actually the motion did not fail. Note in spite of error no one caught it. He suggested that we reconsider a



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simple set of rules to alleviate the ambiguity of a motion. He believes he owes an apology to the audience as well. Planner Chard stated that 5 copies of the plan were still put out for viewing. Chairperson Thorson asked how they should proceed. Commissioner Harris stated that there is no remedy at this point. Planner Chard stated that she will put together something for motions and will bring to the next meeting. Chairperson Thorson apologized to the community as they are learning and intend to do better. Commissioner Carlile thanked Commissioner Harris for bringing it to the commission's attention.

6. Old Business and Reports

a. **Comprehensive Plan – Final Comments/Revisions**

There were no comments or revisions since a motion was done at the Public Hearing.

b. **Meet with County:**

Planner Chard reported that she had met with Nancy Riddle and one of her staff members to discuss where Planning Commission is currently doing. She stated that she would send her a copy of the draft comprehensive plan and proposed land use map. This plan should not interfere with the county's plan. There was discussion regarding the types of surveys used.

The intentions of this planning commission are that the town board has asked the commission to consider review of all application and permits sent to the Township. The county staff member inquired if they felt that Baldwin will be taking it all with Planner Chard replying no. They talked about an hour with Planner Chard thanking them for the maps. Planner Chard will develop a proposed land use map however will not go into land use sizes at this time.

Chairperson Thorson stated she is concerned with what the surrounding areas are doing and would like to evaluate the connections. Planner Chard suggested doing that in groups. Commissioner Perry stated he would like to go to other townships to see how their zoning is done. Planner Chard stated she had suggested Nancy Riddle come to the September Planning Commission meeting when the county is not so busy with construction, etc.

7. New Business

Public Comment Portion:

Commissioner Perry suggested looking at adopting public comment forms and moving it into the agenda where the commissioners consider the item for discussion. The item will be placed on next month's agenda. No other comments were made.

8. **Agenda Items for Next Month:**

a. **Items for next month**

- Written comments for agenda format
- Land Use Ordinance work
- Implementation guidelines



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- Rules for meeting

b. 4R Board Park Meeting:

Commissioner Harris stated that the group is losing Heidi Cho. Mary Chapman will pick up most of her work. They are producing a list of all the projects that they have completed and all in process. That list appears not all to be pure 4R Board projects as it includes Young Park. They will use it as an advertisement to corporations to generate money. They received an estimate for the trail on Highway 95: \$363,000 for 2+ miles. The board will not meet in August. A lot of discussions regarding the trail open houses. A third member of Baldwin attends these meetings: Dave Patten.

c. Ordinance Review – Continued:

Planner Chard will start working on it. She asked that the Planning Commissioners review sections 1-10 and that she will be going over with the commissioners on those portions of the Ordinance at the next meeting .

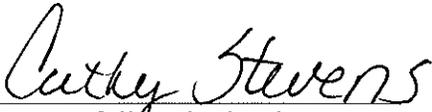
d. Disposition of Comprehensive Plan:

Planner Chard reported that the Comprehensive Plan will be brought to the August 4th regular town board meeting with the Planning Commission recommending approval. Town Board Supervisor Liaison Randy Atwood will pose the question to the town board if they would like a full presentation at that time.

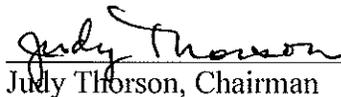
- e. Resident** Chuck Nagle questioned if there will be public comment at the next Planning Commission meeting. Planner Chard replied that there will be public comment allowed.

9. Adjournment.

Commissioners Carlile/Perry unanimous to adjourn at 8:48 p.m. with the next Planning Commission meeting to be held August 14, 2014 at 7:00 p.m. at the Baldwin Town Hall.



Respectfully submitted,
Cathy Stevens, Clerk/Treasurer



Judy Thorson, Chairman

Amendments: _____