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# BALDWIN TOWNSHIP

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30239 128<sup>th</sup> Street, Princeton MN 55371

## PLANNING COMMISSION MEETING

August 14, 2014

### **Call to Order:**

The August 14, 2014 Baldwin Planning Commission meeting was called to order by Chairman Judy Thorson at 7:01 p.m. All present recited the Pledge of Allegiance.

### **Commissioners Present:**

Commissioners Ross Perry, Terry Carlile, Rich Harris, Peggy Patten and Judy Thorson. Planner Bridget Chard was in attendance as well as Town Board Supervisor Liaison Randy Atwood. Deputy Clerk Cheryl Goetz Dobson took the minutes. The audience sign-in sheet is attached.

### **Claim Forms:**

The Claim Forms were passed out and returned to the Deputy Clerk.

### **Move to Approve/Disapprove Agenda:**

Add to New Business "Discuss Transportation Needs".

*Commissioners Carlile/Patten unanimous to approve agenda as amended.*

### **Secretary's Report:**

**Planning Commission Meeting Minutes of 09.July.14/Move to Approve/Disapprove:**  
*Commissioners Patten/Perry to approve the Planning Commission minutes of July 9, 2014.*

### **Planning Commission Public Hearing Minutes of 09.July.14/Move to Approve/Disapprove:**

Commissioner Harris clarified his statement under Section 7(c) namely Planning Commission Options second sentence to say "*Commissioner Harris stated that he has serious concerns regarding the plan and believes there needs to be more education on zoning and land use before approving the plan. After clarification Commissioners Harris/Patten unanimous to approve the Planning Commission Public Hearing minutes of July 9, 2014.*

### **Handout Signed Planning Commission Meeting Minutes from June 2014 to Planning Commissioners:**

The signed and approved minutes of June, 2014 was distributed in order to be added to the commission books.

**Public Input:**

The agenda with a complete agenda packet as required by Minnesota statute as well as the Sherburne County Zoning Ordinances were available for review and situated on a small table next to the commissioners table. Resident Philippi said she was not happy she could not look at the packet while seated in the audience. After discussion regarding the requirements by statute *Commissioners Thorson/Patten motioned to approve having a minimum of five (5) agendas available at a Planning Commission meeting. The motion passed with Thorson, Patten, Harris and Perry voting yes; Carlile abstained.* Under law one (1) agenda packet will be available.

**Old Business and Reports****Comprehensive Plan; Final Copies Being Prepared for Planning Commission, Town Board and Others (Also Prior Planning Commission Members):**

Planner Chard said that all the appendices are done but one after which the final comprehensive plan can be put into the booklets along with Resolution No. 14-15; a Resolution Accepting Recommendation of Baldwin Planning Commission and Adopting Baldwin Township Community Comprehensive Plan. In addition, a copy of the public hearing notice is to be attached.

**Ordinance Review:**

Planner Chard began to review the Sherburne County Zoning Ordinances with the Commission in order to show a relationship with Baldwin Township's Comprehensive Plan and to tie in the permitting types.

**New Business****Motion List/Review and Comment:**

Planner Chard reviewed the rules of parliamentary procedure as relating to the Baldwin Planning Commission. Discussion and comments ensued. No action taken at this point. Planner Chard will refine the document and bring it to the next meeting for final approval.

**Discuss Recommendations to Board Regarding IPADS for Work (Paper Reduction):**

Since the Town Board may purchase new IPADS in the spring, *Commissioners Perry/Patten unanimous to recommend to the Town Board to give the old ones to the commissioners for use.*

**FunFest/Planning Commission Table/Schedule for Commissioners:**

The Baldwin FunFest is Saturday, September 20 from 12:00 noon to 4:00 p.m. Planner Chard will not be able to attend due to a prior commitment. It was suggested to put an emphasis on a single topic. The commissioners will be available throughout the time period. Secretary to look into making formal nametags with the Township's logo on it for doing future work and site visits.

**Agenda Items for Next Month:**

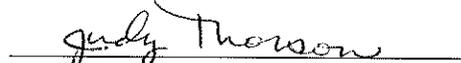
- 4R Board – There was no meeting.
- Ordinance Review
- Comprehensive Plan/Timelines for doing Action Plans
- Rules for Making Motions/Bylaw Change to Add

**Adjourn:**

*Commissioners Perry/Carlile unanimous to adjourn at 8:56 p.m. with the next Planning Commission meeting to be held on September 11, 2014.*



Respectfully submitted:  
Cheryl Goetz Dobson  
Deputy Clerk

  
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Judy Thorson, Chairman

Amendments: \_\_\_\_\_