



BALDWIN TOWNSHIP

30239 128th Street, Princeton MN 55371

PLANNING COMMISSION MEETING

April 23, 2013

Call to Order: The April 23, 2013 Baldwin Planning Commission meeting was called to order by Chairman Peggy Patten at 7:01 p.m. All present recited the Pledge of Allegiance.

Commissioners Present: Commissioners Richard Harris, Peggy Patten, Ross Perry, Scott Case, and Terry Carlile were present. Commissioner Eleanor Rittenour was absent. Planner Bridget Chard was in attendance as well as Town Board Liaison Randy Atwood. Deputy Clerk Cheryl Goetz Dobson took the minutes. The audience sign-in sheet is attached.

Move to Approve/Amend Agenda:

- Added to Call of Order is 'Handouts'.
- Item "Artist" under Old Business to be moved to under 'c' of Secretary's Report.

Commissioners Harris/Case unanimous to approve agenda.

Claim Forms: The Claim Forms were passed out by Commissioner Patten and returned to the Deputy Clerk.

Handouts: For review and to be added to the files is a handout from Benton County titled '2012 Annual Elk River Watershed Association Report' as well as an article titled 'The eight pillars of trust'.

Secretary's Report: *Commissioners Perry/Harris move to approve the March 14, 2013 Planning Commission Meeting minute. With voice vote Commissioners Perry, Harris, and Patten aye; Commissioners Carlile and Case abstain. Motion carries.*

Hand out signed February and March approved 2013 meeting minutes to the Planning Commissioners – The signed February and March 2013 meeting minutes are available and distributed in order to be added to the commissioners' binders.

Artist: Sharma Wolff gave an excellent presentation of samples of her artwork. It was asked of her to make some suggestions and sketches that could be used for the cover page of Baldwin's Comprehensive Plan.

Public Input: After determining that construction and acceptance of roads needs to be addressed by the town board, Tim Wolff was told to talk to the township clerk to have this item put on a regular township board meeting agenda.

Communications:

Answer/Question – Liaison Atwood said the town board supervisor’s responses on ‘when you think of the township ... what one word comes to mind’ were homey, residential, cul-de-sac, god’s country and surprising. Atwood said an ad was put into the paper for commissioner position openings with no results thus far.

Tools for Business – Janna King and Brian Benson representing Tools for Business will be the main speakers at the Baldwin Business Luncheon on May 15th at the Finish Line Café. Planner Chard and the commissioners will also be attending the luncheon.

Old Business and Reports

4R Board – Planning Commission Representative’s Update – Commissioner Carlile attended the February and March 4R Board meetings giving a brief summary of what had been discussed.

Research: Planner Chard asked that any additional research and materials be handed in order to have it available for the May 3 and 4 planning commission open house.

New Business

Discussion on Community Meetings/Finalize/Question ... Survey: Discussed was the suggested layout of the informational tables for the May open house. The Baldwin Volunteer Corps will man the sign-in table and offer refreshments. It was stressed that each commissioner familiarizes themselves with their portions of the presentation, and be prepared for questions and comments. To be noted are any issues and/or recommendations from the residents.

Training for Planning Commissioners for 2013/Workshops Dates Identified:

Planner Chard plans on attending the May 1 Land Use Planning Workshop on *A Practical Guide to Variances in Shorelands and Floodplains*. A schedule of the workshops available was handed out in the event the commissioners may be interested in attending. NOTE: This workshop was cancelled and it is unknown if it will be rescheduled.

Agenda Items for Next Month:

- Written Portions/Plan
- Discussion/Ideas on Cover Page of Plan
- Review Success of Open House

Adjourn - Commissioners Harris/Carlile unanimous to adjourn at 8:38 p.m.



Respectfully submitted:
Cheryl Goetz Dobson
Deputy Clerk


Peggy Patten, Chair