

BALDWIN TOWNSHIP

30239 128th Street, Princeton MN 55371

PLANNING COMMISSION MEETING

August 8, 2013

Call to Order:

The August 8, 2013 Baldwin Planning Commission meeting was called to order by Chairman Peggy Patten at 7:02 p.m. All present recited the Pledge of Allegiance.

Commissioners Present:

Commissioners Richard Harris, Peggy Patten, Ross Perry, and Scott Case were present. Commissioner Judy Thorson 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:

Deleted from agenda:

- Hand out signed May approved 2013 meeting minutes to the Planning Commission.

Commissioners Case/Perry unanimous to approve agenda as amended.

Claim Forms:

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

Secretary's Report:

Commissioners Case/Perry unanimous to approve the July 23, 2013 Planning Commission Meeting minutes.

Hand out signed May 9, 2013 meeting minutes to the Planning Commissioners:

See above.

Public Input:

It was asked if the Commissioners were planning on attending the FunFest scheduled for September 21, 2013 at Young Park.

Communications from Town Board/Liaison:

Shoreland Workshops:

Liaison Atwood informed the commissioners that the town board granted approval for them to attend the Shoreline Workshop on October 16th in Little Falls. The reservations have been made with a copy emailed to each commissioner.

Old Business and Reports

Front Page Ideas from Open House for Artist:

Planner Chard met with Sharma Wolff. After taking notes at the last meeting on the commissioners' thoughts on theme, color, pictures, layout, etc. for the front page of the comprehensive plan, Ms. Wolff's inspiration is to perhaps use a 'winding road from past to future' with represented pictures of those eras and incorporating the one word descriptions of Baldwin Township that were given by the commissioners and town board. She should have a draft to review at the September meeting.

Draft Outline of Plan – Plan Sections:

Planner Chard stressed the importance of wrapping up the research portion of the comprehensive plan since we are now going into the goals and objectives phase of the plan. It is significant that the commissioners review their research portions for any changes that may be necessary in order for the Planner to finalize these sections, and to submit any photos that may be pertinent to the sections. Planner Chard said she will have the table of contents as well as some of the sections completed by the September meeting.

Future Land Use Map – Work on Map:

Future Road Linkages – Work on Map:

On August 7 and 8 Planner Chard was at the town hall to meet with the commissioners to work on the future Land Use Map and the future Road Linkages Map. It was stressed that the interpretations from the commissioners are only made for the town board's consideration, and all decisions would need to come before the public. For future use the commissioners took into consideration existing land use commercial/business districts, groupings of residential and agricultural use, and size of acreages. It was discussed that for future road linkages the objective is to make the possible connections of transportation safer and more effective, and suggestions were also obtained from emergency services as well as road and maintenance personnel.

Review Timeline:

Planner Chard presented a revised proposed timeline for the commissioners' review. It is hoped that by November or December to have public hearings and recommendations to the township, so that the town board can adopt the plan and distribute it to the other entities.

There was discussion regarding conducting a survey. *A motion was made by Commissioners Harris/Perry to approve Liaison Atwood to request to the town board authorization for the planning commission to do a community survey at an estimated cost of \$3500. Motion carried.*

Planner Chard said she would have a draft survey completed for next month's review.

Other:

Commission Harris received data from the Historical Society that the historical structures in Baldwin Township have not been nominated. It was suggested to give this information to the Park Board for their consideration.

New Business

Goals/Action Plan/Review:

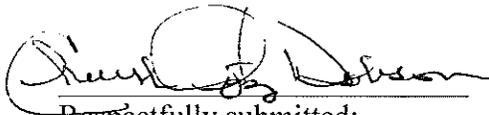
The action plan is to write goals and set objectives on how to reach those goals. Each Commission member is to take their section and chose one/two goals and what they hope to achieve from that goal; then write two objectives on how an action is going to accomplish their objective. It must get completed; if a commissioner is struggling it is suggested they contact the Secretary who will contact Planner Chard.

Agenda Items for Next Month:

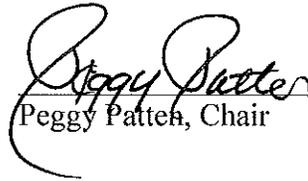
- Goals/Action Plan
- Survey

On September 12th at 6:00 p.m. the commissioners will be available to present an outline of the comprehensive plan, answer questions and receive input from the public.

Adjourn – Case/Perry unanimous to adjourn at 8:17 p.m. with the September Planning Commission meeting to be held on September 12th at 7:00 p.m. at the Town Hall.



Respectfully submitted:
Cheryl Goetz Dobson
Deputy Clerk



Peggy Patte, Chair