BALDWIN TOWNSHIP TOWN BOARD SPECIAL
JOINT MEETING WITH BALDWIN TOWNSHIP PLANNING COMMISSION

November 13, 2014

Present – Supervisors Randy Atwood, Larry Handshoe, Jeff Holm, Tom Rush and Jay Swanson. Planner Bridget Chard and Planning Commissioners Terry Carlile, Rich Harris, Peggy Patten, Ross Perry and Judy Thorson. Township engineer Jon Bogart. Clerk/Treasurer Cathy Stevens and Deputy Clerk Cheryl Goetz Dobson.

Planning Commission Chairman Judy Thorson deferred the meeting over to Town Board Chairman Jay Swanson.

Call to Order – The November 13, 2014 special meeting was called to order by Chairman Jay Swanson at 7:00 p.m.

Pledge of Allegiance – All present recited the Pledge of Allegiance.

Chairman Swanson stated that Jon Bogart is present to talk about engineering standards, road standards, developer's agreements and drainage policies, which is fairly new to the township.

Jon Bogart presented a background about Sherburne County zoning. Zoning regulations started in 1971 and was 18 pages. We have subdivisions built in the 1950's. Today's zoning ordinance was adopted in1994 with several updates and has 279 pages. There were no real drainage requirements until 1997. The township hired him in 1999. Township rules were gathered and put in a single document.

When reviewing the current engineering standards discussion was held regarding a 3:1 slope and 4:1 slopes; culverts; cul-de-sacs; right turn lanes for subdivisions over 10 lots; commercial and collector roadways 9 ton standards and curbs in the township. Discussion regarding landscaping in the road right-of-way (headwalls) along with discussion regarding encroachment agreements. Grading permits are required for disturbing anything more than 1,000 yards but we don't have a good way of policing. Discussion regarding developer's putting down the first lift on a road but not the 2nd lift yet the developer's want the township to maintain the road. Discussion regarding driveway standards. Chairman Swanson stated that everybody gets a first driveway and then there is the second driveway which involves a whole separate set of standards and procedures. The second driveway has to be 150 feet away from the existing driveway and any other driveway on the same side of the road. The resident needs to apply for a permit and pay the fee, talk to Jon Bogart and start looking at it as a variance.

Regarding storm design it goes back to 1997 for the first instance when drainage was regulated in the county. Discussion regarding MS4. Jon Bogart stated that there are two NPDES permits we are involved in. The first one is the Construction Stormwater

General Permit. This covers the whole state. The other permit required is the MS4 Stormwater Permit that the Township must complete and submit to get approved for just the Township. It was triggered by a development that has a drainage easement to the Rum River. It is a 5 year permit with an annual report required every year. We have 18 months to go ahead and say what we are going to do and set goals. Then you have 2 years to accomplish those goals. The projected cost for the township is about $14,000.

Chairman Swanson stated that he is looking at the Planning Commission taking on all these issues and there are opportunities to have Jon Bogart at Planning Commission meetings if needed along with the township attorney, if needed.

Planning Commissioner Peggy Patten left at 9:15 p.m.

Adjourn – Rush/Holm unanimous to adjourn at 9:15 p.m. Commissioners Perry/Carlile unanimous to adjourn the Planning Commission meeting at 9:17 p.m.

Submitted By: (s/) Cheryl Goetz Dobson
Deputy Clerk
Baldwin Township

Approved By: (s/) Judy Thorson
Chairman, Planning Commission
Baldwin Township

Date

Attendees: Elaine Philippi, Chuck Nagle