



BALDWIN TOWNSHIP

30239 128th Street, Princeton MN 55371

PLANNING COMMISSION MEETING

March 14, 2013

Call to Order: The March 14, 2013 Baldwin Planning Commission meeting was called to order by Chairman Peggy Patten at 7:00 p.m. All present recited the Pledge of Allegiance.

Commissioners Present: Commissioners Richard Harris, Peggy Patten, Ross Perry and Eleanor Rittenour were present. Commissioners Scott Case and Terry Carlile were 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 New Business is 'Terms of Commissioners'.
- Added to Old Business is 'Artist'

Commissioners Harris/Rittenour unanimous to approve agenda.

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

Secretary's Report: After correcting the motion to approve the Secretary's Report to read 'Commissioners Carlile/Harris unanimous to approve the Baldwin Planning Commission minutes of January 10, 2013' rather than Commissioners Case/Carlile, *Commissioners Perry/Harris unanimous to approve the February 14, 2013 Planning Commission Meeting minutes as corrected.*

Hand out signed January approved 2013 meeting minutes to the Planning Commissioners – The signed January 2013 meeting minutes will be available and distributed at the April meeting in order to be added to the commissioners' binders.

Public Input: Supervisor Jay Swanson commended the commissioners on their work and dedication.

Communications:

Answer/Question – Liaison Atwood will ask the town board supervisor's for responses on 'when you think of the township ... what one word comes to mind' and report at the next meeting.

Tools for Business – Carol Swanson attended the Tools for Business presentation put on by Jana King at the Zimmerman Chamber of Commerce on March 7th. Representatives from the Tools for Business have been asked to attend the Baldwin Business Luncheon on May 15th at the Finish Line Café. Planner Chard and the commissioners will also be introduced at the luncheon.

Old Business and Reports

4R Board – Planning Commission Representative’s Update – Commissioner Carlile was not present at the meeting although he provided valuable information for Planner Chard to present.

Baldwin Volunteer Corps/Planning Commission Meetings – May 3 and 4/Refreshments – Representing the Baldwin Volunteer Corps, Carol Swanson agreed to have light refreshments (cookies/bars/coffee/water) and volunteers on hand to help set up tables for the Planning Commission meetings on May 3 and 4. Commissioner Rittenour agreed to furnish name tags for the commissioners, supervisors, Volunteer Corps and staff with a list generated by the deputy clerk. Advertising can be done through the Baldwin Township Facebook and website pages. Liaison Atwood will approach the town board on whether they will agree to advertise through the newspaper.

Discuss Feedlots (from 1/15/2012 Baldwin General Meeting; added by Supervisor Rush) – Without knowing the intent of Supervisor Rush regarding adding Feedlots to the agenda, it was unanimous to table for further information. Commissioner Harris pointed out Section 17 of the Town of Baldwin Animal Control Ordinance No. 400 which states *‘No person shall house a Large Animal unless the lot or parcel on which the animal is kept contains at least one acre of land (excluding buildings) for each Large Animal kept on the lot or parcel.*

Research: Planner Chard said that any additional research can be handed in order to categorize materials into boxes.

Township Existing Regulations/Review – Planner Chard reviewed the Baldwin Township ordinances and policies already in place indicating valuable information is already available for future decisions for the commissioners. Even though Chard said she will not teach about Frac Sand Mining, she handed out information on the subject.

Outline for Plan//Provide/Section Outlines/Artist – Planner Chard said she would like the comprehensive plan finalized before the May meeting. Commissioner Perry located an artist who would be interested, at no charge, to do the cover page. Also discussed was the possibility to open the avenue up to photography in order to generate resident interest.

New Business

Discussion on Community Meetings/Finalize/Question ... Survey: Joint effort will be made to get a flyer, the food, and the floor plan together. Commissioner Harris thanked the Baldwin Volunteer Corps members for stepping forward to help. It was stressed that

each commissioner familiarizes themselves with their portions of the presentation. To be noted are any issues and/or recommendations from the residents.

Training for Planning Commissioners for 2013: Planner Chard presented a workshop schedule with prices and basic information. It was asked for Liaison Atwood to take this information to the town board for review.

Terms of Commissioners: *Harris/Perry unanimous to motion Liaison Atwood notify the Baldwin Town Board that the 1-year terms of Eleanor Rittenour, Richard Harris and Terry Carlile are expiring.* Commissioners Rittenour, Harris and Carlile will be notified by mail.

Other: Files at Office: The files will be stored at the Baldwin Town Hall.

Agenda Items for Next Month:

- Written Portions/Plan
- Feedlots
- Overview on Environmental Rules

Adjourn - Commissioners Harris/Rittenour unanimous to adjourn at 8:37 p.m.



Respectfully submitted:
Cheryl Goetz Dobson
Deputy Clerk



Peggy Patten, Chair