



## BALDWIN PLANNING COMMISSION

January 10, 2013

**Call to Order:** The January 10, 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 Terry Carlile, Richard Harris, Peggy Patten, Ross Perry, Scott Case and Eleanor Rittenour were present. 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:** *Commissioners Carlile/Case unanimous to approve agenda.*

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

**Secretary's Report:** *Commissioners Case/Carlile unanimous to approve the Baldwin Planning Commission minutes of December 12, 2012.*

**Public Input:** Baldwin Township Supervisor Jay Swanson remarked that the Planning Commission is an extremely important asset to the community, and thanked the commissioners for all their help.

**Communications:** Baldwin Town Board Liaison Atwood relayed that there was nothing at this time to report.

**Proposed Budget for 2014:** After reviewing the expenses incurred from the Planning Commission for 2012, it was decided that the costs are basically on track with what has been proposed. Claim forms are to be turned in after the meeting for payment.

**4R Board – Planning Commission Representative?:** *Commissioners Harris/Rittenour unanimous to approve appointing a Planning Commission representative to the 4R Board pending approval from the Baldwin Township Board.*

### Old Business and Reports

**Research and Timeline Status:** Each commissioner reported on the research done and progress made for their individual portions of the Comprehensive Plan. Planner Chard commended the Commissioners for handing in and reporting on some great materials

**Work Plan for 2013:** Planner Chard stated that the Commission is on track with the existing Plan (which will take most of the year to complete) as stated with some Commissioners still finishing out some of their assignments. Subsequently it needs to be decided on what's beyond the completion of the Comprehensive Plan and if the Town Board wishes to go forward with land use zoning and permits.



## BALDWIN TOWNSHIP

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

Telephone: (763) 389-8931

Fax: (763) 389-2751

Email: [baldwintwp2@qwestoffice.net](mailto:baldwintwp2@qwestoffice.net)

Website: <http://baldwintownship.govoffice.com>

### New Business

**Discussion on Community Meetings/Identify Dates:** It was decided after discussion that rather than put the center of attention on stakeholders for community meetings that it makes more sense to highlight topics instead. **Commissioners Carlile/Perry unanimous to set aside May 3, 2013 from 6:00 p.m. to 8:00 p.m. and May 4, 2013 from 11:00 p.m. to 1:00 p.m. to conduct community meetings for the residents.**

**Training for Planning Commissioners for 2013:** It was decided to first talk to the Baldwin Town Board and neighboring townships.

### **Agenda Items: Next Month**

- Community Meeting: Think about ideas to offer public.
- Method of informing public: Newsletter/Email/Newspaper/Posters
- Collate Research: Planner Chard intends to start collating the research, and will send out the Plan written portions to the respective Commissioners.
- Overview of the Planning Commission: Their roles after the Plan, and the 60 Day Rule.

**Adjourn:** Commissioners Carlile/Perry unanimous to adjourn at 8:43 p.m.

**Other Notices:** Next meeting is February 14, 2013 at 7:00 p.m. at the Baldwin Town Hall.

Respectfully submitted:  
Cheryl Goetz Dobson  
Deputy Clerk

Peggy Patten, Chair

Attendees: Jay Swanson, Carol Swanson, Elaine Philippi