

**BALDWIN TOWNSHIP
PLANNING COMMISSION MEETING MINUTES
APRIL 24th, 2024**

Call to Order: The Planning Commission meeting was called to order at 7:00 p.m. by Vice Chair Sherry Newman.

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

Present: Commissioners present are Vice Chair Sherry Newman, Calvin Schmock, William McGowen, Richard Marshall, and Joy Johnson. Also present Planner Dan Licht and Town Board Liaison Jay Swanson.

Absent: Commissioners Clarence Mattson and Patti Miller.

Claim forms were passed out and returned to the Deputy Clerk.

Approval of the Agenda:

Commissioner Marshall motioned to approve the April 24th, 2024 agenda as presented, seconded by Commissioner Schmock. All in favor, motion carried.

Approval of Minutes from February 28th, 2024: Commissioner Marshall recommends adding more detail on what conditions were approved in meeting minutes.

Commissioner Schmock motioned to approve the February 28th, 2024 minutes as presented, seconded by Commissioner Johnson. All in favor, motion carried.

Approval of Minutes from March 27th, 2024: Commissioner Johnson found one correction on page 3, add a period after "D3".

Commissioner Schmock motioned to approve the March 27th, 2024 minutes as amended, seconded by Commissioner Johnson. All in favor, motion carried.

Public Hearing:

Stacy Haugen Variance – Planner Dan Licht went through the Planning Report which is included in the minutes.

Haugen variance is located at 14331 285th Ave on the west side of Elk Lake. Ms. Haugen is proposing to expand the single-family dwelling.

Stacy Haugen – 14331 285th Ave NW, Zimmerman

Ms. Haugen stated the small building on her property will be taken down this summer.

Commissioner Newman asked if the applicant would be able move the garage back 4 feet. Haugen stated yes.

Vice Chair Sherry Newman opened the public hearing at 7:13 p.m.

With no questions or comments Commissioner Schmock motioned to close the public hearing at 7:14 p.m., seconded by Commissioner Marshall. All in favor, motion carried.

Commissioner Schmock motioned to approve the variance with 3 conditions, seconded by Commissioner Marshall. All in favor, motion carried.

Public Hearing:

Troy Tegg Conditional Use Permit – Planner Dan Licht went through the Planning Report which is included in the minutes.

Troy Tegg is proposing to build a single-family dwelling on PID 01-00035-4104 located on the west side of 104th Street (CSAH 19) and south of 281st Avenue. The property is narrow, and the CUP would allow the building of a home within the setbacks.

Troy Tegg stated he was unaware at the time of purchasing the land that it was unable to be built on. He stated his son will live in the house built on the property.

Vice Chair Sherry Newman opened the public hearing at 7:20 p.m.

Mark Kleckner – 27938 104th St NW, Zimmerman

Mr. Kleckner stated if the Township allows a home to be built on the property, it could restrict his ability to split his 7.5-acre parcel to build or sell it at a later date.

Planner Dan Licht stated the County will allow a shared driveway on his property in the event he were to split his parcel.

With no further questions or comments Commissioner Marshall motioned to close the public hearing at 7:31 p.m., seconded by Commissioner Schmock. All in favor, motion carried.

Commissioner Schmock motioned to approve the conditional use permit with 2 conditions, seconded by Commissioner Marshall. All in favor, motion carried.

Public Hearing:

Mark and Samantha Mason Interim Use Permit – Planner Dan Licht went through the Planning Report which is included in the minutes.

The property owners are proposing to construct an 8,000 square foot building for a commercial kennel that includes boarding, daycare, grooming, and a self-care dog wash as a secondary use of the property. Proposed up to 40 dogs would be allowed at the property for boarding and 20 dogs allowed for daytime daycare.

Mark Mason – 30780 108th St NW, Princeton

Mr. Mason stated he is hoping to have minimal impact on neighboring properties. He is hoping to provide dog owners with a safe and clean facility for their dogs.

Vice Chair Sherry Newman opened the public hearing at 7:40 p.m.

Joseph Christenson – 30119 116th St NW, Princeton

Mr. Christenson stated he would like the property owners and Commissioners to consider asphaltting the driveway to control dust that would travel onto his property and with the increased traffic.

With no further questions or comments Commissioner Johnson motioned to close the public hearing at 7:49 p.m., seconded by Commissioner Schmock. All in favor, motion carried.

Planner Dan Licht stated the current driveway location is the only area that would work with the wetland surrounding the entrance. The property owners are proposing to change the driveway to follow the tree line and then turn into the property.

Mark Mason stated they are to install a holding tank on the property for the dog waste. There is a sewer already on the property for human waste. The holding tank would need to be pumped about 2 - 4 times a month.

The Commission added an additional condition to include the installation of asphalt millings to the surface of the driveway to address dust control for neighboring properties.

Commissioner Schmock motioned to approve the interim use permit with the 12 conditions, seconded by Commissioner McGowan. All in favor, motion carried.

Public Hearing:

Baldwin Township Special Vehicles/Private Motor Sport Vehicles Ordinance –

Planner Dan Licht went through the memorandum which is included in the minutes. The proposed special vehicle ordinance is to be separate from the Zoning Ordinance based on operation of motor vehicles in reference to State Statues and not as land use.

Vice Chair Sherry Newman opened the public hearing at 8:04 p.m.

With no questions or comments Commissioner Schmock motioned to close the public hearing at 8:04 p.m., seconded by Commissioner Marshall. All in favor, motion carried.

Commissioner Johnson asked for clarification on what the process is for enforcing violations if Town staff receive a complaint. Planner Dan Licht stated the Code Enforcement officer would go to the property to observe the violation.

Commissioner Schmock motioned to approve the proposed ordinance, seconded by Commissioner Marshall. All in favor, motion carried.

Old Business: None.

New Business: None.

Town Supervisor Liaison Update: Town Board Liaison Swanson reviewed what was said during the last meeting regarding 136th Street.

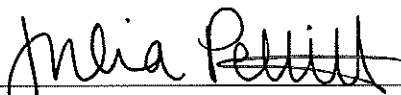
Swanson stated the court hearing briefs have been submitted to the Administrative Law Judge by the City of Princeton attorney and Baldwin Townships attorneys.

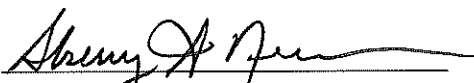
Commissioner Update: Commissioner Newman stated she is looking for topics for the next newsletter. She asked the Commissioners to send her any recommendations.

Town Staff Update: Dan Licht stated at the next meeting, Baldwin Fire Chief Scott Case asked the Planning Commission to consider an ordinance requiring key boxes to be installed in commercial buildings and businesses. He also stated shoreland regulations have changed and the Town will need to change its chapter of the zoning ordinance to comply with the changes.

Miscellaneous Information and Communications: Commissioner Marshall would like to start getting the Comprehensive Plan's introduction started. He would like to get the Town Boards approval once a chapter is completed. Planner Dan Licht to add making updates to the Comprehensive Plan to the Special Planning meeting in May. *Have the Clerk make a notation to bring prior documentation

Adjourn: Commissioner Marshall motioned to adjourn, seconded by Commissioner Schmock. Meeting adjourned at 8:30 p.m.


Submitted by: Julia Pettitt
Deputy Clerk/Treasurer


Approved by: Sherry Newman
Vice Chair

May 22, 2024
Date

Attendees: Gage Tegg, Mark Kleckner, Mark and Samantha Mason, Joe Christenson, Bryce Owens, Stacey Haugen