

BALDWIN TOWNSHIP SPECIAL PLANNING COMMISSION MINUTES

July 17, 2024

Call to Order:

On July 17, 2024, the Special Meeting of the Baldwin Planning Commission was called to order by Chairman Clarence Mattson at 7:00 p.m.

Pledge of Allegiance:

All stood and recited the Pledge of Allegiance.

Roll Call:

Commissioners present were Chair Clarence Mattson, Vice Chair Sherry Newman, Commissioners Patti Miller, Joy Johnson, William McGowan, and Richard Marshall, Absent was Calvin Schmock.

Also present were Baldwin Town Board Liaison, Jay Swanson and Town Planner Dan Licht.

Claim forms were filled out and returned to the clerk.

Approval of the Agenda:

Under "D" New Business add "go over the ruling of the Judge for Baldwin" regarding Baldwin becoming a city.

Sherry Newman made the motion to approve the agenda with the addition. Joy Johnson seconded the motion, all in favor motion passed.

Approval of the Clerk Minutes from May 15, 2024:

Patti Miller made the motion to approve the minutes as read from May 15, 2024. Richard Marshall seconded the motion, all in favor motion passed.

New Business: Ruling for incorporation.

Summary of conclusion by Judge Jessica A. Palmer-Denig

The Township has established by a preponderance of the evidence that it meets the criteria for incorporation found in Minn. Stat §414.02, and that its Petition should be granted as to all land within the area proposed for incorporation. The City's request for annexation of a portion of the Township's land is denied.

Next is to elect a mayor, city council and reappoint those on the planning commission and the park committee

Everything financial will transfer from the Township to the city of Baldwin.

Question asked was if Baldwin is being incorporated as a statutory city and are we under plan A? Dan Licht replied that we will be a Plan A city, with 5 council members and administrative staff not manager.

Our name will be City of Baldwin.

Old Business: None

Comprehensive Plan Update:

Dan – With the incorporation things will look more forward now. This is an important step in terms of doing the comp plan is understanding how the town got to where it is today. When you do a comp plan, it's an update you don't throw out what happened before.

Richard Marshall – Should have 2 phases. Phase 1, what is. Looking back at the regulations, what they were. Since we are a city, we don't have to change them but have to review them. We have to bring our plan up to date with what just happened. Determines our land uses. Bring up different land uses and identify them. Once we are satisfied with that, we move on to phase 2. Phase 2 is what we want it to be. What we envision it to be. Where do we want the city to go. My suggestion is look at what we have in phase 1 and update it and give it to the Board. The hard part is what do we want it to look like 5 – 10 years down the road. Would like to get approval of the mission statement, it was approved with the commission at the time and would like the Town Board/City Council to approve it.

Sherry Newman – on the letter head paper at the bottom the mission statement reads “To make Baldwin Township a proud place to live by safeguarding property rights, encouraging agriculture, commercial communities and residential growth”.

However, on draft of land use, there is a different mission statement.

“It is the mission of Baldwin Township to balance growth among competing land uses while safe-guarding property rights, protecting the natural environment and providing basic public services”. This should be one of the first things we do after we read the land use section.

Question asked is if we have to be as strict as the county. Dan's reply-cities are independent of the County.

With the land use section, I also have information on different types of variances. When we discussed land use. First document is the one Dan gave us and everyone has this binder. Second set of documents are the zoning ordinances. We will be referring to this book so everyone should make sure they have everything. The third is the Baldwin Comp plan. We will also be working with this.

Dan Licht - the comp plan is the high-level view. Here is Baldwin and here is what it is today and here is what should happen going forward. So, you talk very general. Once document is drafted then ordinance and sub ordinance is what makes that goal happen. Comp plan is the vision for the city and how to make that happen going forward. The Township had to adopt what the County had and has no interest in having this is the chance to reset that, this is what Baldwin wants.

Sherry Newman – also there are 3 additional documents, 1, is preface, gives an idea of what is in the comp plan. 2, Baldwin land use phase 2 also gives a check list. 3, questions for residential development.

Should have another discussion on the mission statement and then forward it to the Board. Several discussions on wording and what was decided was the following.

MISSION STATEMENT

Baldwin's mission is to balance growth among competing land uses while safe-guarding property rights, protecting the natural environment and providing basic public services.

Richard Marshall made the motion to approve the mission statement as written above. Patti Miller seconded the motion, all in favor motion passed.

Discussion – Next step is the introduction, on page 1 Omit the 4th line “Sherburne County Zoning Ordinance and Official Zoning Map and the” also omit “township”.

The Land Use section of the Baldwin Township Comprehensive Plan consists of two phases. Phase 1 is a description of the land use ordinances, currently in force together with procedural guidelines for compliance. These ordinances are found in the body of the Baldwin Land Use Ordinances.

On page 1, Phase 2 omit “Township”

Phase 1 on page 1.

The Land Use Phase 1 is composed of two parts. Part 1 deals with land use regulations, maps and ordinances as they currently exist.

Phase 2 Deals with land use options.

Whether or not your desired land use is within those acceptable, based on your zoning, all begin at the Baldwin City Hall.

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The different types of land use in Baldwin Township are identified in Part1 of Phase 1. Your options and the process to achieve them are in Part2 of this Phase 1.

Part 1

Existing Land Uses

- a. Agriculture**
- b. Residential**
- c. Commercial**
- d. Industrial**
- e. Public**
- f. Quasi~~z~~Public or Semi Public**
- g. Parks and Open Space**

Next meeting put the existing land use map up on the screen and talk about what that map looks like and what it means, what issues and what is good or bad. For the next meeting think about each of those specific land uses and how they exist in Baldwin today. What is good or bad in those.

Town Supervisor Liaison Update:

We are incorporated but there is a 30-day period for appeals, if they do and stay the decision, we will still move forward. All elections will be in November. On the ballot will be mayor, 2 council members for 2 years and 2 council members for 4 years.

Another way to communicate to the public is a cold call from text your gov. which will come by way of the post office and can garner about 10,000 phone calls. Welcome to Baldwins new form of communication. Can text stop to opt out. When things come up, we have a way to text

everyone. The post office has these because they are tied to an address. Jay asked if this would be a good thing.

There was a shoot-out on CR45 and our fire chief was never alerted. Talked to Sherburne County dispatch to let our fire chief know.

We might be able to break it out to different groups.

Commissioner Corner:

William McGowan-on land uses we don't have to follow Sherburne County but do we have to follow any other regulations? Are we restricted by other agencies in the state?

Dan Licht – We are still regulated by state agencies for shoreland areas, flood plains, Rum River, and installation of septic systems is based on rules for that.

Patti Miller-am thrilled to be a city.

Town Staff Update:

At the next meeting we have 3 notices for public hearings. 1- house expansion, 2-simple plat, and 3-preliminary plat with 10 lots, which will get pulled from the agenda. There will be a letter saying it will be pulled to let people know.

Miscellaneous Information and Communication: None

Adjourn: Richard Marshall made the motion to adjourn the July 17th Planning Commission meeting at 9:04 p.m. William McGowan seconded the motion, all in favor motion passed. The Planning Commission meeting was adjourned at 9:04.

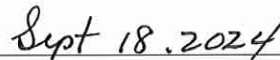
Respectfully Submitted,



Marlene Nelson
Admin Support



Clarence Mattson, Chair



Date