



**PLANNING COMMISSION MEETING MINUTES
FEBRUARY 26, 2025**

Call to Order: Chair Clarence Mattson called the Baldwin Planning Commission meeting to order at 7:00 pm.

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

Roll Call: Present: Chair Clarence Mattson, Vice Chair Sherry Newman, Commissioners Patti Miller, William McGowan, Calvin Schmock and Richard Marshall.

Also present: City Planner Dan Licht, and City Council Liaison Jay Swanson.

Absent: Commissioner Joy Johnson

All claim forms were filled out and returned to the Deputy Clerk.

Election of Officers

The Deputy Clerk opened the floor for nominations for Chair.

Commissioner Newman nominated Commissioner Mattson for Chair. There were no other nominations. Commissioner Miller seconded the nomination for Commissioner Mattson as Chair. All in favor. Motion carried. Commissioner Mattson accepted the nomination.

The Deputy Clerk opened the floor for nominations for Vice Chair.

Commissioner Miller nominated Commissioner Newman for Vice Chair. There were no other nominations. Commissioner Marshall seconded the nomination for Commissioner Newman as Vice Chair. All in favor. Motion carried. Commissioner Newman accepted the nomination.

Approval of the Agenda:

Commissioner Newman requested to add Biography Information Format under New Business.

Commissioner Newman motioned to approve the agenda as amended. Commissioner Schmock seconded. All in favor. Motion carried.

Approval of the Minutes:

Planning Commission meeting of November 20, 2024

Page two, paragraph seven, first sentence: the word "considered" should be changed to the word "needed". (This sentence is referring to the Lakeside Investments Public Hearing where the DNR changed their classifications.)

***Commissioner Schmock motioned to approve the minutes as amended.
Commissioner Marshall seconded. All in favor. Motion carried.***

Commissioner Marshall asked if some agenda items could have more clarification in the minutes. The Planning Commission and Mayor Swanson discussed how the minutes should be written.

New Business:

Biography Information Format

Commissioner Newman would like to discuss how in-depth the biographies should be. City Council Liaison Mayor Swanson noted that it would be up to the commissioners to decide how they want to write their individual biographies. City Planner Licht showed the Planning Commission what the website currently looks like, and the Deputy Clerk explained what the Baldwin website could look like. The commissioners will work on their individual biographies and will have them to the Deputy Clerk by the end of March 2025.

Old Business: None

Comprehensive Plan Update:

City Planner Licht continued the visioning session with the Planning Commission. The Planning Commissioners discussed the SWOT exercise (strengths, weaknesses, opportunities, and threats) and future goals for the City of Baldwin.

City Council Liaison Update:

Mayor Swanson updated the Planning Commission on future City Council meetings.

Commissioner Update:

Commissioner Schmock requested to have the Planning Commission meet with the Park Committee and the City Council three times a year.

Chair Mattson asked when we can expect to see Welcome to Baldwin signs in the area. Mayor Swanson stated that any current sign that says Baldwin Township will be changed to the City of Baldwin in the near future.

Chair Mattson discussed with the Planning Commission the reading of the conditions during the public hearing section of the meeting.

City Staff Update:

City Planner Licht updated the Planning Commission on future applications.

Miscellaneous Information and Communications: None.

Adjourn:

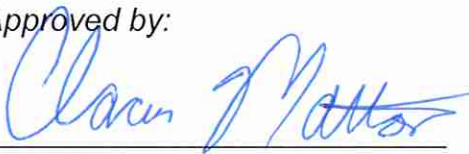
Commissioner Marshall motioned to adjourn the February 26, 2025 Planning Commission meeting at 9:05 pm. Commissioner Schmock seconded. All in favor. Motion carried.

Respectfully submitted:



Kayla Nielsen
Deputy Clerk

Approved by:



Clarence Mattson
Chair



Date

Attendees: None.