



PLANNING COMMISSION MEETING MINUTES

JUNE 25, 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, Commissioners Patti Miller, Calvin Schmock, and Richard Marshall.

Absent: Commissioner William McGowan

Also present: City Planner, Dan Licht, City Engineer, Sam Jochum and Shane Nelson from Hakanson Anderson and City Council Liaison, Jay Swanson.

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

Approval of the Agenda:

Under New Business, Number 1, add Second Driveway Review for 29010 100th Street

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

Approval of the Minutes:

Planning Commission meeting of May 28, 2025

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

Public Hearings:

Johnathan Lee Clover – 28213 128th Street – Interim Use Permit

City Planner Licht presented the planning report. The property owners are requesting to operate a consignment boat sales business from the property with an outdoor sale and display area.

The applicant, Johnathan Clover, was in attendance. Mr. Clover introduced himself to the Planning Commission and described what his intentions are for the business.

Chair Mattson asked about the number of boats on the property at one time. Mr. Clover stated 4 to 6 boats.

Commissioner Schmock asked about repairing boats. Mr. Clover stated he has no intention of repairing boats. This business is only to clean boats and help a customer sell the boat.

Commissioner Marshall asked what the intention of the business is and where the work will take place. Mr. Clover stated the business is to power wash and clean boats and get them ready for sale. Work will be done in the driveway.

Chair Mattson read through the ten conditions to be met for approval.

Chair Mattson opened the public hearing at 7:27 pm.

Rosemarie Walker, 10631 297th Ave, asked about the new boat license law going into effect on July 1, 2025. City Planner Licht stated they would need a business license to sell boats. The applicant does not need a license to operate boats.

Tim Derrick, 28145 128th Street, stated he has concerns about the current display area on the property. The display area is within 100 feet of his property. Mr. Derrick is concerned that the interim use permit does not address other items to be sold. He is also concerned about the noise in the area and the hours of operation.

Dan Jaeger, 12440 284th Avenue, stated he has concerns about the lake use and if there is a potential for test drives.

City Planner Licht stated that the interim use permit does state the purpose of the outdoor sales and display area is for boats only. The applicant would also need to provide a certificate of survey showing the dimensions of the outdoor sales area to comply with the setbacks before putting the surface down.

Brian Erickson, 28649 117th Street, stated that the business is located in a very shallow part of the lake. Mr. Erickson has concerns about the size of boats being located on the property and on the lake.

Peggy Patton, 28641 127th Street, stated she is concerned about maintaining the clarity of the lake. Mrs. Patton wants to make sure that test drives and anything used for cleaning will not put any substances into the lake.

Mr. Clover stated he has researched the invasive species and stated that before any boat would go into the water, the boat would be cleaned and remain out of the water for the allotted time after cleaning.

Mr. Clover stated he will test boat motors out of the water, but it is for a short period of time.

Commissioner Miller asked for clarification on why a motor would need to be run if they are only cleaning the boats and not repairing. Mr. Clover stated when you sell a boat, most customers want to see them run before purchasing. This is also good to do before putting a boat in the water so you can see if all the portions of the motor are working properly. Commissioner Miller asked about Mr. Clover's personal boats. Mr. Clover explained where his own personal boats are located.

Commissioner Schmock asked about the size of boats that would be sold at this business. Mr. Clover stated small boats and small pontoons. Commissioner Schmock asked why Mr. Clover decided to transition to a business. Mr. Clover stated he has helped so many people already and wanted to make this a legit business.

Commissioner Marshall asked if there is a lake association and a public access. Mr. Clover stated there is no lake association or a public access on Cantlin Lake.

Commissioner Marshall motioned to close the public hearing at 7:55 pm. Commissioner Schmock seconded. All in favor. Motion carried.

Commissioner Miller asked if a condition could be added to not store boats over the winter months. City Planner Licht stated the Planning Commission could amend a condition that would state no boats should be stored or displayed in the display area between October 1st to May 1st.

Commissioner Marshall asked about amending a condition to control the number of boats and size of the boats on the property. City Planner Licht stated the Planning Commission can consider the number of boats on the property.

City Planner Licht asked the applicant, Mr. Clover, about the boat access on their property. Mr. Clover stated the access was there when they purchased the property and it was improved in 2017. City Planner Licht asked if there was a permit for this. Mrs. Clover stated there was.

Chair Mattson asked to discuss business hours. Mr. Clover stated that Mrs. Clover would be washing and cleaning the boats during the day. Mr. Clover would be showing boats after 6 pm by appointment.

Commissioner Marshall motioned to approve the Interim Use Permit for Johnathan Clover, 28213 128th Street, subject to the ten conditions as amended. Commissioner Miller seconded. All in favor. Motion carried.

New Business:

Second Driveway review for 29010 100th Street

The Second Driveway application for Jeff Luebesmier (29010 100th Street) is under review with the Planning Commission. City Engineer, Sam Jochum, from Hakanson Anderson reviewed the second driveway and stated that based on Ordinance 100, this property would not qualify for a second driveway access as 100th street is a collector road. However, based on the average daily traffic, Hakanson Anderson is not opposed to the City Council accepting this second driveway application.

The Planning Commission asked what the distance between the driveway and the second driveway is and what the ordinance states. City Planner Licht stated the zoning ordinance states 75 feet between any two driveways.

Commissioner Miller asked if other residents would add accesses on this road if there would be a problem in the future. Engineer Shane Nelson stated the number of accesses is not going to affect the mobility on the roadway and will not significantly change the character of the road.

Commissioner Schmock motioned to approve the Second Driveway for 29010 100th Street. Commissioner Marshall seconded. All in favor. Motion carried.

Discuss stormwater management with City Engineer

City Engineer, Sam Jochum and Shane Nelson from Hakanson Anderson discussed stormwater management with the Planning Commission.

Shane Nelson stated the MPCA has stormwater requirements which require construction of infiltration basins in new developments. Baldwin naturally infiltrates the stormwater because the soil is so sandy. Shane stated that you cannot see what is going on underground, it is someone's best guess.

Commissioner Marshall asked if the City of Baldwin should be concerned about the future of the water table. Shane Nelson stated the water table will vary. In general, Baldwin has sandy soils that retain water. Precipitation will also impact the ground water. Shane Nelson stated there is no concern for the water table in Baldwin at this time.

City Planner Licht stated the density in Baldwin is significantly lower than what you would see in the rest of Sherburne County. There are also very few parcels remaining that can be subdivided. The pace of development in Baldwin is not as close to what other cities are developing.

Accept Resignation for William McGowan

Commissioner William McGowan submitted a resignation letter on June 17, 2025 effective immediately.

Commissioner Marshall motioned to approve William McGowan's resignation. Commissioner Schmock seconded. All in favor. Motion carried.

Consider recommendations for appointment to the Planning Commission

The Planning Commission has three vacancies. Interviews were conducted at the Special Planning Commission meeting on June 18, 2025. The commissioners discussed applicant interviews.

Chair Mattson motioned to recommend Teresa Barnes for Seat B, Abby Newland for Seat E, and Edward Stofferahn for Seat G. Commissioner Schmock seconded. All in favor. Motion carried.

Old Business: None.

City Council Liaison Update:

Mayor Swanson updated the Planning Commission on recent City Council discussions.

Commissioner Update:

Commissioner Schmock will be absent for the July 23, 2025 regular Planning Commission meeting due to a conference from July 21, 2025 through July 25, 2025.

City Staff Update:

City Planner Licht updated the Planning Commission on future meeting agenda items.

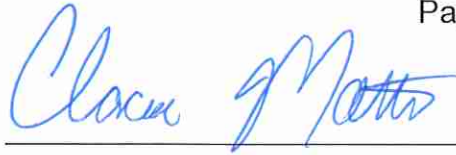
Miscellaneous Information and Communications: None.

Adjourn:

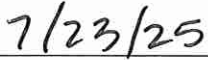
Commissioner Marshall motioned to adjourn the June 25, 2025 Planning Commission meeting at 9:11 pm. Commissioner Miller seconded. All in favor. Motion carried.



Submitted by: Kayla Nielsen
Deputy Clerk/Treasurer



Approved by: Clarence Mattson
Chair



Date

Attendees: Rosemarie Walker, Council Member Alan Walker, Ed Stofferahn, Tim Derrick, Brian Erickson, Peggy Patton, Megan and John Clover, Jeff Knutson, Caroline and Dan Jaeger.