



CITY OF BALDWIN
PLANNING COMMISSION MEETING AGENDA
Wednesday, October 22, 2025 at 7:00 P.M.
Baldwin City Hall

- A. **Call to Order:**
 - 1. Pledge of Allegiance
 - 2. Roll Call
 - 3. Planning Commission claim forms
- B. **Approval of the Agenda**
- C. **Approval of Minutes:**
 - 1. Planning Commission meeting of August 27, 2025.
- D. **Public Hearings:**
 - 1. Travis and Mikaela Nietz (31516 136th Street NW):
 - a. Interim Use Permit for commercial dog kennel.
 - 2. Matt and Kathleen Finlayson (Lots 4 and 5, Block 1 Hunter Estates)
 - a. Vacation of drainage and utility easements
- E. **New Business:**
 - 1. Ruff Start Rescue (12526 319th Avenue)
 - a. Site and building plan review
 - 2. Boe Companies (31540 125-1/2 Street)
 - a. Site and building plan review
- F. **Old Business:**
 - 1. None.
- G. **City Council Liaison Update**
- H. **Commissioner Update**
- I. **City Staff Update**
- J. **Miscellaneous Information and Communications**
 - a. July, August, and September Building Permits
- K. **Adjourn by 9:00PM**

Notes:

- 1. Five copies of the agenda and two copies of the packet materials are available for review by the public.
- 2. The meeting will be video and audio recorded for transcription purposes only.
- 3. This agenda does not claim to be complete and is subject to change.
- 4. A quorum of the City Council may be present at the Planning Commission meeting.

PUBLIC HEARING PROCEDURE

The following process will be used for each public hearing agenda item:

1. The Chair is to announce the application.
2. City staff will present the Planning Report.
3. The applicant will be given an opportunity by the Chair to describe the request, make additional statements, and state if they agree with the recommendations of City staff.
4. The Chair will open the public hearing and invite comments and questions from the audience:
 - Please state your name and address to be recorded in the meeting minutes.
 - Comments and questions are to be directed to the Chair.
 - Please limit individual comments or questions to 5 minutes or less.
 - The Chair may request that only new information be presented.
5. The Chair will ask for any additional public comments and, if hearing none, will ask for a motion to close the public hearing.
6. The Chair may ask the applicant and/or City staff to respond to comments or questions from the public hearing.
7. The Planning Commission will discuss the application and ask questions of the applicant and/or City staff.
8. The Chair will ask for a motion for a recommendation to the City Council as to the whether the application be approved or denied, including any recommended stipulations. The Planning Commission may also table consideration of an application.
9. The Chair will announce the date the application is likely to be considered by the City Council.

The City Council and Planning Commission want to ensure that all comments regarding development applications before the City are received at the proper time and place to be most effective. In order for comments regarding a Comprehensive Plan amendment, Zoning Ordinance amendment, Conditional Use Permit, Interim Use Permit, or variance to be legally considered by the City Council and Planning Commission, they must only be received in writing prior to or verbally at a properly noticed public hearing. After the Planning Commission has closed the public hearing, people will be advised by the Planning Commission Chair and/or City staff that additional comments are no longer able to be heard.