



PLANNING COMMISSION MEETING MINUTES

MARCH 25, 2026

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 Teresa Barnes, Commissioners Mary Larson, Ed Stofferahn, Abby Newland, and Bruce West.

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

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

Approval of the Agenda:

Commissioner Larson motioned to approve the agenda as written. Commissioner Stofferahn seconded. All in favor. Motion carried.

Approval of the Minutes:

Planning Commission meeting of February 25, 2026

Commissioner Larson motioned to approve the minutes as written. Commissioner Barnes seconded. All in favor. Motion carried.

Public Hearings:

Zoning Ordinance Amendment - Accessory Structures

City Planner Licht presented the planning report. The Planning Commission and the City Council jointly discussed storage containers as accessory structures at a meeting on February 11, 2026. Following this discussion, Planning Commission members were provided addresses of current code enforcement cases involving shipping containers. The Planning Commission discussed the issue again at their meeting on March 11, 2026 directing final changes to the draft ordinance.

Chair Mattson opened the public hearing at 7:06 pm.

Commissioner West motioned to close the public hearing at 7:07 pm. Commissioner Stofferahn seconded. All in favor. Motion carried.

Commissioner Stofferahn motioned to approve the ordinance amending the zoning ordinance regulating accessory buildings. Commissioner Barnes seconded. All in favor. Motion carried.

New Business:

Andy's Electric (PID 01-00009-3105): Site and Building Plan Review

City Planner Licht presented the planning report. Andy's Electric is proposing to develop a 5.03-acre parcel located on the south side of 313th Avenue west of Highway 169. The proposed development consists of initial construction of a 6,900 square foot industrial building with potential to add a second 6,900 square foot building in the future.

The applicant, Andy Franey, 12214 55th Street, Princeton, was in attendance.

City Planner Licht read through the 15 conditions listed by city staff.

The Planning Commission and Mr. Franey discussed the 15 conditions.

Commissioner Barnes motioned to approve the site and building plan review for Andy's Electric at PID 01-00009-3105 subject to the 15 conditions listed by city staff. Commissioner West seconded. All in favor. Motion carried.

Old Business:

Continue discussion of the Comprehensive Plan update from March 11, 2026

The Planning Commission finished reading through pages 11 through 15 in the development framework section of the draft Comprehensive Plan. The next steps will be to review the last section of the draft Comprehensive Plan, review the final draft, and discuss the public process to adopt the plan.

City Council Liaison Update:

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

Commissioner Update:

Commissioner Larson updated the Planning Commission on the turn out from the Easter Egg Hunt.

Commissioner Mattson noted the new changes to Highway 169 in Zimmerman.

City Staff Update:

City Planner Licht updated the Planning Commission on future Comprehensive Plan updates.

Miscellaneous Information and Communications:

2025 Year End Report - Building Permits

Adjourn:

Commissioner Newland motioned to adjourn the March 25, 2026 Planning Commission meeting at 8:45 pm. Commissioner Barnes seconded. All in favor. Motion carried.



Submitted by: Kayla Nielsen
Deputy Clerk/Treasurer



Approved by: Clarence Mattson
Chair



Date

Attendees: Andy Franey