



SPECIAL PLANNING COMMISSION MEETING MINUTES

MAY 13, 2026

Call to Order: Chair Clarence Mattson called the Baldwin Special 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 West motioned to approve the agenda as written. Commissioner Stofferahn seconded. All in favor. Motion carried.

Approval of the Minutes:

Special Planning Commission meeting of April 8, 2026

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

New Business:

Discuss animal kennel interim uses

City Planner Licht asked the Planning Commission to discuss whether commercial kennels in the R1 district should operate under an Interim Use Permit (IUP) or a Conditional Use Permit (CUP).

The Planning Commission discussed animal kennel interim uses versus conditional uses. This is only for discussion at this time.

Discuss Planning Commission vacancy

The Commissioners viewed seven applications for the Planning Commission vacancy and discussed the interview process.

Old Business: None.

Comprehensive Plan Update:

Continue discussion from April 8, 2026

City Planner Licht stated the Comprehensive Plan draft is updated and is available for review. The maps are still being finalized. The recommendation is that the commissioners look over the draft and bring back any feedback to the next special meeting on June 10, 2026, prior to a public hearing.

City Council Liaison Update:

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

Commissioner Update:

Commissioner Newland announced her resignation due to personal circumstances. Her last meeting will be Wednesday, May 27, 2026.

City Staff Update:

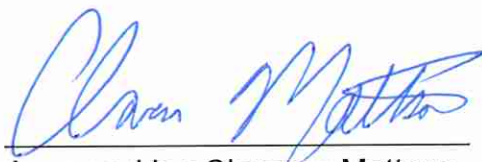
City Planner Licht updated the Planning Commission on future applications.

Miscellaneous Information and Communications: None.

Adjourn:

Commissioner Larson motioned to adjourn the May 13, 2026 Special Planning Commission meeting at 8:28 pm. Commissioner Newland seconded. All in favor. Motion carried.


Submitted by: Kayla Nielsen
Deputy Clerk/Treasurer


Approved by: Clarence Mattson
Chair

6/10/26
Date

Attendees: Mark & Sam Mason