

July 28, 2020 Planning Commission Minutes

Royalton Township Planning Commission Meeting Minutes

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28 July 2020

Approved

7:00 p.m., 28 July 2020, Chair Leslie Orvis called the Royalton Township regular planning commission meeting to order with Members Jeff Schlaeger, Priscilla Schneider, and Gary Valvoda and Clerk Duane Swanson present. Zoning Administrator John Kemen, Supervisor Wayne Olson, and Road Superintendent Dan Saumer also attended.

Member Schlaeger moved, Member Valvoda seconded, to approve the agenda as presented with the addition of the Snake River Watershed District request for input and the Pine City Township comprehensive plan draft. The motion carried unanimously.

Member Valvoda read the minutes of the 30 June 2020 regular commission meeting. Member Valvoda moved, Member Schneider seconded, to approve the minutes as read. The motion carried unanimously.

Member Schlaeger moved, Member Valvoda seconded, to approve the minutes of the working commission meeting of 14 July 2020 as presented. The motion carried unanimously.

Old Business:

There was no new information on the proposed Saumer land subdivision; by consensus, this issue will be dropped from the agenda. There was no new data on the McFerrin/Gross land subdivision, Riverbed Road, solar ordinance, policies update, or levy and equipment funds.

New Business:

Chair Orvis updated the commission on its deliberations regarding Mark Jurek's request for a garage setback variance for his property at 15191 Brunswick Road. Based on the discussion at the working commission meeting on 14 July, Clerk Swanson drafted a findings of fact in which the board acknowledges the need for a variance. This draft had been shared with Mark and Colleen Jurek and with Zoning Administrator Kemen. Mr. Jurek was present to state his approval of the draft and to submit for the record an undated letter of approval from adjacent property owner Russell Doenz. Member Schlaeger moved, Member Valvoda seconded, to recommend to the board the approval of the variance and the draft findings of fact. The motion carried unanimously.

Chair Orvis called for discussion on changes to the town hall rental policy. Clerk Swanson had drafted language based on discussions at the June board meeting and the commission's working meeting on 14 July. Commission members questioned whether one month was sufficient to hold a renter's damage deposit given the board's scheduling, especially relating to the December

meeting. By consensus, it was decided to alter the language to note that damage deposit checks would be returned no later than the day after the board meeting following the rental date. The draft language on the process for determining potential damage to the hall and its impact on the return of the deposit check was approved. Member Schneider moved, Clerk Swanson seconded, to recommend to the board the incorporation of the approved language into the existing rental agreement and to approve the document as a new rental agreement. The motion carried unanimously.

The commission recommended that the office duplicate the draft comprehensive plan of Pine City Township for all members for their review.

Chair Orvis noted the information on the planning process for the Snake River Watershed District and encouraged participation should individual members wish to comment.

Chair Orvis scheduled a working commission meeting for 6:30 p.m., Tuesday, 18 August 2020, to discuss Michael Murphy's issues regarding Riverbed Road, the draft solar ordinance, and a potential chloride policy for town roads.

FYI:

The next regular planning commission meeting is 7:00 p.m., Tuesday, 25 August 2020.

At 7:27 p.m., Member Valvoda moved, Clerk Swanson seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Leslie Orvis, Chair/Member

Jeff Schlaeger, Member

Priscilla Schneider, Member

Gary Valvoda, Member