

Royalton Township Working Planning Commission Meeting Minutes
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14 September 2021
Approved

6:30 p.m., 14 September 2021, Chair Leslie Orvis convened the Royalton Township working planning commission meeting with members Jeff Schlaeger, Priscilla Schneider, Duane Swanson, and Gary Valvoda present. Supervisor Wayne Olson, Septic Administrator Amy Thompson, and members of the public also attended.

Tony Swanson and Robert Swanson were present to request approval of a land split for PID 290057000 (3750 Pokegama Lake Road). They presented a certificate of survey from Kroschel Land Surveyors, Inc., dated 11 May 2021, outlining the 10-acre parcel to be removed; the survey showed the location of the septic mound. The requestors had been in touch with Zoning Administrator John Kemen, but Administrator Kemen had not seen the certificate. The remainder parcel will be noted as non-buildable due to the lack of soil borings; Tony Swanson noted that it is intended for agricultural use only. Members noted that the survey does not have the PID on it and recommended that it be added to the certificate. Members had no other concerns and recommended that the Swansons appear at the next planning commission meeting for final review and approval. The Swansons then left the meeting.

Roger Teich, on behalf of Brandon Teich, was present to request approval of a land split for PID 290112000 (9003 Wildflower Road). He presented a certificate of survey from Hancock Surveying, dated 26 August 2021, outlining a 10.08-acre parcel showing the structures on the site and the location of the existing septic. Written by hand on the survey was the location of the new septic site. Mr. Teich noted that the remaining agricultural land would be combined with PID 290110000 to form one parcel, as required to ensure access to the remainder parcel. Mr. Teich noted that Caleb Anderson of Pine County zoning had approved this plan, subject to approval of the township. Mr. Teich reported, and Septic Administrator Thompson confirmed, that Jones Construction had reviewed the septic situation on the property and confirmed that updates needed to be made. Commission members reminded Mr. Teich that the design and timetable for bringing the septic into compliance must be part of the approval process. Administrator Thompson noted that she anticipated receiving the application and design for the system, hopefully by the next commission meeting. As part of the land sale of this parcel, and co-terminus with approval of the land split, documentation must be submitted regarding the establishment of an escrow account and timeline for the completion of the septic upgrade. Commission members expressed approval as long as the three conditions formerly determined are met: 1) a septic design with permit application and timeline is on file with Royalton Township; 2) the agricultural remainder parcel will be combined with Roger Teich's acreage to create one PID; and 3) documentation of the escrow account for septic upgrades is on file with Royalton Township. Mr. Teich stated his understanding of these three conditions, was requested to attend the next commission meeting, and then left the meeting.

Commission members then discussed septic permit fees for large systems. Septic Administrator Thompson explained that Pine County's current fee for Types I-III is \$300 and for Types IV-V and larger is \$500 plus inspector's fees, if additional inspections are required. After considering alternatives (like a percentage of the estimated costs), the consensus of the commission was to recommend that commercial system Types IV-V and any other systems over 2,500 gallons per day will require a one-time \$500 fee, plus inspector's fees, if required. Administrator Thompson then noted that annual operating permit fees are \$75 in Chisago County and \$50 in Pine County. Commission members appeared to recommend mimicking Pine County operating permit fees. It was understood that the fee for commercial systems would go into effect upon board approval for newly-approved systems only, but that annual operating permit fees would be in effect for existing as well as newly-approved systems. Fees may be adjusted by the board at the annual reorganizational meeting, at which all fees are reviewed.

LO____ JS____ PS____ DS____ GV____

Clerk Swanson distributed a draft addendum to Septic Administrator Thompson's contract for services allowing her to be reimbursed for meetings at which her attendance is required. Administrator Thompson expressed her approval of the draft, and commission members did not suggest any revisions.

Clerk Swanson then distributed a draft of a permit timeline as had been requested by the board. Supervisor Olson noted that more detail is necessary, specifically noting the what, when, and by whom specific plans must be completed and submitted. Chair Orvis commented that this would be a good winter project. By consensus, members suggested that a special section on requirements for commercial requests be included. Such a section could include transportation plans (e.g. MnDOT approval), structural plans (engineered drawings for building inspector), outdoor lighting plan (ECE approval), signage plan, and septic plans (including more complicated design systems).

Chair Orvis gave an update on his searching for information on purchase of a new or used plow truck. All agreed that more work and study needs to be done to determine Royalton's specific requirements.

At 8:00 p.m., the meeting concluded.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Leslie Orvis, Chair/Member

Jeff Schlaeger, Member

Priscilla Schneider, Member

Gary Valvoda, Member