

Royalton Township Planning Commission Meeting Minutes  
6052 Royalton Road, Braham, MN 55006  
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25 January 2022  
Approved

7:00 p.m., 25 January 2022, Chair Leslie Orvis called the Royalton Township regular planning commission meeting to order with Members Jeff Schlaeger, Priscilla Schneider, and Clerk Duane Swanson present in the meeting room and Member Gary Valvoda present via remote electronic means. Supervisor Wayne Olson, Supervisor Marshall Pearson, Zoning Administrator John Kemen, Road Superintendent Dan Saumer, Septic Administrator Amy Thompson, Deputy Clerk Andrea Anderson, and members of the public also attended.

Clerk Swanson moved, Member Valvoda seconded, to approve the agenda as presented. The motion carried unanimously.

Member Valvoda moved, Member Schneider seconded, to approve the minutes of the 14 December 2021 commission meeting as presented. The motion carried unanimously.

Member Schlaeger moved, Member Schneider seconded, to approve the minutes of the 11 January 2022 working commission meeting as presented. The motion carried unanimously.

Old Business:

The amendment to the zoning ordinance regarding road frontages had already been finalized; the checklist of zoning items is still being studied at the working meetings.

Clerk Swanson presented Mackinzie Perry's request for approval of the land split for the western portion of PID 290068000 according to a certificate of survey by Bogart, Pederson & Associates, Inc., dated 6 January 2022. The proposal splits the western portion of the parcel into four parts, each with road frontages on State Highway 107 and Sherwood Street. Accompanying the certificate was a report by Grasston Excavating and Landscaping of soil borings for septic evaluation covering each of the four sites. The working planning commission had studied the certificate of survey and septic reports and found them complete and in agreement with the zoning ordinance. Zoning Administrator Kemen and Septic Administrator Thompson approved the submissions. Clerk Swanson moved, Member Schneider seconded, to recommend approval to the board of the minor subdivision request. The motion carried unanimously.

Clerk Swanson presented two certificates of survey for Avis Pangerl covering PID 290234000, dated 21 January 2022 by Hancock Surveying, which proposes the removal of a twenty-acre unit on the southeast corner of the parcel and its attachment by a restrictive covenant to the parcel to the south, already owned by the same parties. One certificate covered the entire PID, while a second certificate covered the parcel to be split from the remainder parcel. A third certificate, with similar date, covers PID 290238000, to which the split parcel is to be connected by a restrictive covenant. The restrictive covenant, which binds any future sale of that unit to the parcel to the south, has already been accepted by Pine County, and does not require approval by the township. The working planning commission had reviewed an earlier iteration of these documents and asked for the inclusion of relevant PID numbers on the surveys. These later surveys included the mandated PID numbers. No construction is contemplated on any of these parcels, so no soil borings are required. All parcels of PID 290234000 are declared not buildable, in accordance with the wishes of the applicant. Member Schlaeger moved, Member Valvoda seconded, to recommend to the board approval of the minor subdivision request as outlined above. The motion carried unanimously.

LO\_\_\_\_ JS\_\_\_\_ PS\_\_\_\_ DS\_\_\_\_ GV\_\_\_\_

Andy Schreder, representing Rum River Construction Consultants, addressed the commission to explain his proposal for building official services for the township. Mr. Schreder's firm provides building inspection services for numerous jurisdictions in east central Minnesota. Members had previously reviewed a draft agreement at its working meeting. Mr. Schreder noted that inspections follow the State Building Code, that prices are in line with what the township is currently paying for building official services from the city of Braham, and that following the code does not necessarily have to be expensive. He reiterated that the code is the minimum standards that are in effect throughout the state, and that some jurisdictions have adopted more restrictive standards in certain areas. He stressed that while inspection standards are fixed, his inspectors work with local jurisdictions in their adoption. He noted that the draft agreement studied by the working commission included a section on solar inspections that has since been updated. Zoning Administrator Kemen and Member Valvoda both asked whether electrical inspections are handled by this firm or by the state electrical inspectors. Mr. Schreder said electrical inspections are not handled by his inspectors but by the state inspectors. After additional discussion, Chair Orvis noted that the working commission would continue to review this proposal.

New Business:

Clerk Swanson introduced two possible versions of language to be inserted into the town hall rental agreement. One would waive the rental fee, but not damage deposit, for resident renters when honoring a returning active or inactive military member. The second would waive the rental fee, but not the damage deposit, for active or inactive military residents of the township or their immediate families. Commission members preferred the second version. The board will review and decide if any changes are to be made.

Chair Orvis called a working planning commission meeting for 6:30 p.m., Tuesday, 15 February 2022. Agenda items include ordinance update recommendations, permit checklist/inspection services, expiration of septic and building permits, job descriptions, and potential updates to town hall signage for renters.

FYI:

The next regular planning commission meeting is 7:00 p.m., Tuesday, 22 February 2022.

At 7:25 p.m., Clerk Swanson moved, Member Schneider 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