

Royalton Township Working Planning Commission Meeting Minutes  
6052 Royalton Road, Braham, MN 55006  
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11 October 2022  
Approved

6:35 p.m., 11 October 2022, Chair Leslie Orvis convened the Royalton Township working planning commission meeting with Members Jeff Schlaeger, Priscilla Schneider, Duane Swanson, and Gary Valvoda present. Zoning Administrator John Kemen, Septic Administrator Amy Thompson, Deputy Clerk Andrea Anderson and John Graham also attended.

Chair Orvis began the meeting with a statement about the need for requirements for nonpermanent structures. Administrator Kemen noted that there needed to be agreement on the size of structures that would be covered, suggesting that any structure over eight feet by eight feet would require a site permit with a material list to be approved by the township. Discussion concerned whether square footage (e.g. 64 square feet) would be a more logical consideration. Discussion also noted that agricultural buildings over possibly 120 square feet should require an accessory permit issued by the township, again with a material list. It was generally understood that any requirements would cover structures on permanent foundations as well as structures on skids.

Extended discussion occurred over what standards should be required in the material list, especially as related to what types of plastic coverings would be acceptable. Would standards be based on thickness, UV ratings, or something else? Recognizing that these additional permits would be a cost to the township, discussion continued on what costs would be reasonable. Zoning Administrator Kemen and Clerk Swanson noted that in order to cover anticipated costs, charges in the \$100 range would not be out of line.

Discussion then centered on how such requirements would be implemented and managed. The zoning administrator would be the point person for the policy. Should a group – ad hoc or formal – be formed to assist in the analysis of each application? How would this group relate to the working planning commission, which already has a somewhat regular schedule? Would it be “on call” or have regularly-scheduled meetings? Would it vary with the seasons? No definitive recommendations were made.

The commission considered the need to update the site permit application with information relative to these structures. Zoning Administrator Kemen will draft wording for an updated permit.

At 8:20 p.m., Chair Orvis concluded the meeting.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Leslie Orvis, Chair/Member

Jeff Schlaeger, Member

Priscilla Schneider, Member

Gary Valvoda, Member