

Royalton Township Working Planning Commission Meeting Minutes
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7 March 2023
Approved

6:30 p.m., 7 March 2023, Chair Leslie Orvis convened the Royalton Township working planning commission meeting with Members Priscilla Schneider and Duane Swanson present in the meeting room and Gary Valvoda present via remote electronic means (Teams). Zoning Administrator John Kemen, Supervisor Marshall Pearson, and Septic Administrator Amy Thompson also attended. Member Jeff Schlaeger was absent.

Supervisor Pearson presented a draft of a drawing outlining the information needed on certificates of survey for minor subdivisions regarding septic borings and sites. This diagram could be on the town website and given to surveyors so that they could know exactly what the town requires before a minor subdivision would be approved. The commission discussed possible layouts, including the need for distances from lot lines, a diagram of two septic sites, with three (per Minnesota Rules 7080) soil borings per site. The existing property identification number (PID) must be on the survey. Chair Orvis noted that he would ask Roxanne Orvis to prepare a diagram on the computer; the commission expressed its thanks. Supervisor Pearson left the meeting at 7:00 p.m.

The commission continued to review the draft of an accessory building ordinance, going through line by line the revised draft of Rock Creek's ordinance relating to the same. Wording and grammatical changes were proposed. The purpose of such an ordinance is to ensure that accessory structures, whether permanent or temporary/movable, are of such design and materials that they do not constitute blight, are safe for individuals and animals, and do not adversely affect public health. Such structures will require a site permit issued by the town's zoning administrator. The zoning permit application must include a materials list that covers the proposed structure. Discussion centered on should there be a minimum size for which a permit is needed (the consensus was that all structures, regardless of size, would be covered). Normally, such structures would not require a building permit issued by the building official, unless it were to include (at present or in the future) living quarters or plumbing.

The commission concluded that Clerk Swanson should prepare another draft incorporating the recommendations from this discussion for further review.

At 8:17 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