

Royalton Township Working Planning Commission Meeting Minutes
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18 April 2023
Approved

6:30 p.m., 18 April 2023, 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, Supervisor John Graham, Septic Administrator Amy Thompson, and Alex Smith also attended.

Clerk Swanson distributed copies of a revised site permit application reflecting the newly adopted price changes and removing parts of the existing application that related only to building permits that would be issued by the town's building official. Commission members suggested some grammatical changes. After making changes the form will be uploaded to the township's website.

Supervisor Schlaeger had received a question from a landowner on Apple Road questioning whether an adjoining landowner was illegally using the former's land to access the latter's parcel. Zoning Administrator Kemen noted that the adjoining landowner did have an easement agreement to access his property but that he had not filed it with the county. He had been advised to do so. This dispute does not involve the township and is between the two individual parties. Supervisor Schlaeger will report back to his questioner.

Chair Orvis noted that he had not yet worked on the diagram outlining the information required on certificates of survey for minor subdivisions and would attempt to do so before the next meeting.

Commission members then reviewed the 9 March 2023 draft of language for a proposed ordinance regarding accessory buildings not covered by the state building code and establishing administrative review procedures for it. The commission recommended several grammatical changes and recommended that Point C.4 under general requirements be changed to "3. Buildings or structures constructed to house poultry or livestock must have access to water." The need for electrical access was eliminated as it is not necessary for the use of every structure. Clerk Swanson will draft introductory language declaring the intent and purpose of the ordinance for consideration at the next meeting.

Chair Orvis asked if any commission member wished to be chair of the commission. No one volunteered.

The commission then discussed the need for an ordinance relating to short-term rentals, noting that bed and breakfast establishments are licensed by the state of Minnesota, but other types of rentals are not. Clerk Swanson distributed handouts of policies in place for other county and city jurisdictions that had been shared with him by Road Superintendent Dan Saumer. Commission members were asked to review these new documents for discussion at the next working meeting. Discussion continued about other potential aspects of the ordinance including regular dwelling rentals, franchised rentals, and other temporary or permanent structures that could be used as dwellings or rentals.

Discussion followed about other topics that might need ordinance discussion, including the proliferation of shipping containers for either storage or residences.

LO____ JS____ PS____ DS____ GV____

It was noted that Pine County zoning is planning an informational meeting on 20 April in Sandstone, that the annual Board of Appeal and Equalization will be held at the town hall at 9:00 a.m., Monday, 24 April, and that the annual road inspection will follow the Board of Appeal and Equalization meeting.

At 8:15 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