

**MINUTES  
OF  
ROYALTON TOWNSHIP PLANNING COMMISSION MEETING  
July 30, 2024 – 7:00 p.m.  
6052 Royalton Road, Braham, MN 55006**

Chair Les Orvis called the meeting to order at 7:00 p.m.

Members present were Gary Valvoda, John Graham, Priscilla Schneider, and Jessica Johnson. Also present were members of the public.

Chair Orvis welcomed Member Johnson to the planning commission.

**Motion** by Member Graham to approve the agenda as presented. Second by Member Schneider. Motion carried 5-0.

**Motion** by Member Schneider to approve the Minutes of the June 25, 2024 regular commission meeting. Second by Member Graham. Motion carried 5-0.

**Motion** by Member Valvoda to approve the Minutes of the July 16, 2024 working commission meeting. Second by Member Schneider. Motion carried 5-0.

**OLD BUSINESS**

Administrative Citation Ordinance:

Chair Orvis stated he discussed the Administrative Citation Ordinance with Zoning Administrator Kemen who felt this ordinance could be used as a tool in emergency zoning situations where immediate action is necessary. The draft ordinance will be discussed at the next working commission meeting.

Short Term Rentals Ordinance:

A draft of the Short Term Rentals Ordinance will be presented and discussed at the next working commission meeting.

Proposed Campground Ordinance:

Chair Orvis noted the working meeting was very productive and a number of items need to be researched prior to the next working meeting. The commission will continue moving forward with this ordinance.

Elimination of MN State Building Code:

A draft flowchart was created to assist the township in handling building permits for the possible elimination of using the MN State Building Code. Commission members were asked to review the flowchart and bring questions to the August working planning commission meeting for further review and discussion.

**NEW BUSINESS**

Discuss List of Conditional/Interim Use Permits:

Chair Orvis noted conditional/interim use permits should be reviewed annually; the commission recently reviewed the township's current permits. It was noted there are businesses which are new, some are no longer

active, and others that should be looked at further. The commission will forward the conditional/interim use permit list to the supervisors for review and further action.

Upcoming Meetings:

Chair Orvis set the next working planning commission meeting for Tuesday, August 19, 2024 at 6:30 p.m.

The next regular planning commission meeting will be Tuesday, August 27, 2024 at 7:00 p.m.

Chair Orvis also expressed his dissatisfaction with township personnel who prepared this evening's commission meeting folders noting all commission members, except he, had meeting materials and his folder was empty. He further stated his past folders have been missing items and this needs to be brought to the supervisors' attention.

With no further business, at 7:22 p.m. Member Graham motioned to adjourn the meeting. Second by Member Schneider. Motion carried 5-0.

Respectfully Submitted,

Les Orvis, Chair/Member

Gary Valvoda, Member

Priscilla Schneider, Member

Jessica Johnson, Member

John Graham, Supervisor/Member