

Planning Commission Working Meeting **Minutes** on
August 19, 2024 Royalton Township
6052 Royalton Road Braham, MN 55006

Meeting called to order at 6:30pm

Members present were Gary Valvoda, Priscilla Schneider, John Graham and Jessica Johnson. Also present was Septic Inspector Amy Thompson and Zoning Administrator John Kemen. Introductions were made.

Two members of the public were in attendance

Discussion on selecting someone to take meeting minutes and a new chair to the planning commission should Les Orvis step down. Member Johnson volunteered to take on meeting minutes and accepted the role of chair in Member Orvis absence.

Campground Discussion

Members read thru both a prior ordinance draft from 5/10/24 and a draft from the 7/16/24 working meeting.

- * Proceeded with notating corrections and or updates to to the 5/10/24 draft.
- * Final ordinance draft will be reviewed at the next working meeting
- * Need to add definitions to ordinance draft

Policy Book Discussion

- * Members discussed the need to update or create a policy book to clearly define the job description of each member of the Royalton Township and their roles.
- * Discussed the possible need for a Deputy Assistant
- * Discussed the use of dictation recording of meeting minute

Building Permit Discussion

- * Possibly no longer utilizing Rum River Consultants - Andy Schreder
 - * A solution would be to use Site Permits based on Material Lists & Plans

Land Split Proposal Discussion

Member of Public (Joseph Pates) proposed a land split on PID 290136003 and supplied a survey and additional documentation. John Kemen (zoning) and Amy Thompson (Sewer) advised on the need for a variance and for the proposal to be brought to the board.

Respectfully Submitted,

Member	Gary Valvoda
Member	Priscilla Schneider
Member/Supervisor	John Graham
Member	Jessica Johnson