

Royalton Township Board Meeting - Planning Commission Minutes
February 25, 2025 – 7:00 p.m.
6052 Royalton Road, Braham, MN 55006

Chair Jessica Johnson called the meeting to order at 7:04 p.m.

Members present were Jessica Johnson, Gary Valvoda (remotely via Teams), and Doug Stanger. Also present were John Kemen, Zoning Administrator and Amy Thompson, Septic Inspector. Absent Members were Gordy Nordby and John Graham. Members of the public were present.

Motion by Member Stanger to approve the agenda as presented. Second by Member Johnson. Motion carried 3-0.

Motion by Member Stanger to approve the Minutes of the January 28, 2024 regular commission meeting. Second by Member Valvoda. Motion carried 3-0.

Motion by Member Stanger to approve the Minutes of the February 11, 2025 working commission meeting. Second by Member Valvoda. Motion carried 3-0.

OLD BUSINESS

Ordinance Violations & Facility and Information Security Policy

The planning commission is researching information to develop a procedure on how violations to ordinances are handled. No updates at this time. Also researching information on developing a Facility and Information Security Policy to cover topics such as meeting recordings, building security and budget costs for these items. No updates at this time.

Zoning and Cannabis:

Member Johnson shared update on working with Legal Counsel. Couri & Ruppe has been hired to write the cannabis ordinance for Royalton township along with reviewing the townships zoning districts as it relates to the various cannabis activities/businesses/licenses along with reviewing the townships agreement with Pine County on Retail licensing. The attorney is reviewing the current zoning ordinance to ensure that its definitions, permitting requirements, and fee policy align with the proposed additions on the various cannabis topics. The attorney will provide feedback on any necessary updates or changes found to be appropriate. The commission had hoped for an update from the law office by this meeting however this has not been received. Member Johnson called for a status update and was advised they'd provide feedback by the end of the week.

Short Term Rentals & Campgrounds

Commission has worked to put a draft together on both topics and legal counsel was obtained from Ledin & Hofstad's office. Kevin Hofstad provided a review and found each to be acceptable.

Motion by Member Stanger to pass the Short Term Rentals draft to the board for approval and a public hearing. Second by Member Valvoda.

Motion by Member Valvoda to pass the Campgrounds draft to the board for approval and a public hearing. Second by Member Stanger.

The board approved of the drafts and approved the next step in moving to a public hearing for the Short Term Rentals and Campgrounds drafted ordinance.

MN Building Code Removal

Commission has worked to put a draft together and sought legal counsel from Ledin & Hofstad's office. Kevin Hofstad advised that the method for removing Ordinance 008-2010 is by repealing it. Also advised to ensure there is not a written contract with Rum River Consultants that would require any steps to discontinue their services. The commission is not aware of a written contract. The draft is a drafted ordinance to repeal 008-2010 removing MN state building statues chapter 16.B.59-16B.75 and to revert back to Site Permits.

Andy Schreder from Rum River Consultants was present and was given the opportunity to introduce himself and speak. He shared that he recently met with supervisor Schlaeger and was advised of concerns around complaints; Mr Schreder advised these were not brought to his attention. He shared information on how complex the state laws can be are around the building code and how his company provides assistance to the township to ensure property owners meet state codes.

The township has been advised by members of the public and the zoning administrator of complaints and high fees charged by Rum River consulting. Member Stanger moved to pass the repeal ordinance to the board for approval and a public hearing and second by member Valvoda.

The board did NOT approve to proceed with the building code ordinance repeal as supervisor Belland has concerns with Fees, inspections and or the possibility of needing expert consultants and believes more work on the topic is warranted.

NEW BUSINESS

Land Split - 12014 Brunswick

Mr. Pates provided an updated survey and it was found to meet requirements. Zoning Administrator John Kemen approved to pass to the board for approval.

Next Working Meeting

Commission requested two working meetings due to the anticipation of the proposed ordinance updates from Couri & Ruppe's office and additional meeting to hopefully finalize everything in preparation for a public hearing.

Upcoming Meetings:

Scheduled for March 3rd, 2025 at 6:30pm and

Scheduled for March 10th, 2025 at 6:30pm

The next regular planning commission meeting will be Tuesday March 25, 2025 at 7:00 p.m.

With no further business, at 7:23p.m. Member Johnson motioned to adjourn the meeting. Second by Member Stanger. Motion carried 3-0.

Respectfully Submitted,

Gary Valvoda, Member

Jessica Johnson, Chair/Member

John Graham, Supervisor/Member

Gordy Nordby, Member

Doug Stanger, Member