

# EUREKA TOWNSHIP PLANNING COMMISSION

## DAKOTA COUNTY

### STATE OF MINNESOTA

#### Eureka Planning Commission Meeting of September 2, 2014

#### Call to Order

Planning Commission Chair Butch Hansen called the meeting to order at 7:00 p.m. Planning Commission members present: Lu Barfknecht, Carrie Jennings, Allen Novacek (arriving at 7:25 p.m.), and Phil Cleminson were present. Deputy Clerk Cheryl Murphy recorded the minutes. Town Clerk Mira Broyles was also present. Corey Berendt was present as Board liaison. See attached sheet for additional persons in attendance.

#### Approval of the Agenda

Items added to the agenda:

- Other Business
- Jody Arman-Jones Newsletter
- Board Report
- Consent Agenda

A motion was made by Commissioner Jennings to approve the agenda as amended. Motion seconded by Commissioner Hansen. Motion carried by unanimous vote.

#### Permit Requests

##### **Matthew and Dana Sullivan-Building Permit - Garage**

24320 Dodd Boulevard-Mathew Sullivan was present to discuss plans for a garage. Plans were approved by VRWJPO.

Chair Hansen made a motion to recommend approval of a building permit for Matthew and Dana Sullivan, 24320 Dodd Boulevard, and forward to the Board for consideration provided specific dimensions are provided. Motion seconded by Commissioner Cleminson. Motion passed by unanimous vote.

##### **Alan Storlie-Building Permit – Single Family Home**

Brian Storlie was present to request a permit for a new single family home at *approximately 24396 Cedar Avenue (address to be determined)*. It was noted that the house will be located on PID# 13-01500-011-26.

Chair Hansen made a motion to recommend approval of a building permit for PID# 13-01500-011-26 and forward to the Town Board for consideration. Phil Cleminson seconded. A

discussion was held and it was determined that architectural plans will need to be submitted for review. The motion was withdrawn and the item tabled until Mr. Storlie submits architectural plans.

### **Land Use and Zoning Items**

#### **Jeff and Andrea Krapu – Building Right of Transfer**

Jeff and Andrea Krapu were present to discuss a building right of transfer from Bob Fredrickson at 24315 Dodd Boulevard. Commissioner Jennings questioned if the property is buildable and felt a transfer should not be approved if the property is not buildable.

Jeff Otto explained the zoning ordinance in regard to buildable properties and transfer rights. He also explained that the new cluster agreement document is also used to properly record the transaction with Dakota County.

Chair Hansen called a question to end the discussion. Phil Cleminson seconded the motion. Motion carried.

Chair Hansen made a motion to recommend approval of a transferable building right from Bob Fredrickson PID# 13-030-00-28-010 to Jeff Krapu's property, PID# 13-018-00-25-030, and to forward to the Town Board for consideration. Commissioner Cleminson seconded the motion. Motion carried by unanimous vote.

Discussion was held with Jeff Otto regarding having a meeting to discuss updating zoning maps. Commissioner Jennings suggested looking for the maps on a CD with other information in the office.

### **Approval of Minutes**

- Chair Hansen made a motion to approve the minutes to the July 7, 2014 Planning Commission meeting minutes as amended and corrected. Motion was seconded by Commissioner Jennings. Motion passed by unanimous vote.
- A motion was made by Chair Hansen to approve the August 1, 2014 Planning Commission meeting minutes as amended and corrected. Commissioner Jennings seconded the motion. Motion passed by unanimous vote.
- Commissioner Jennings made a motion that the August 18, 2014 Special Planning Commission meeting minutes be tabled for amendments and Mira will go back and add in additional information and a full record of discussion be included. Commissioner Cleminson seconded the motion. Commissioner Novacek voted nay. Motion carries.

## **VRWJPO Permitting Process**

Discussion was held regarding the Township taking over the VRWJPO permitting process.

Commissioner Novacek made a motion to recommend the Township take over the VRWJPO Ordinance permitting process and forward to the Board for consideration. Chair Hansen seconded the motion. Further discussion was held. Commissioner Barfknecht stated she felt the VRWJPO is better equipped to handle the permitting process, both financially and from a staff perspective. Chair Hansen stated that the costs of processing the permits would come from fees charged to the applicants, not the Township. Commissioner Jennings added that if the Township has to hire consultants, it would be more expensive and this expense would have to be passed on to the residents. Commissioner Novacek stated he felt the permit process would be easier for the application if the Township took it over.

Commissioner Jennings asked that the minutes from the August 18<sup>th</sup> Special meeting be revised to reflect comments made by Brian Watson of the Dakota County Soil and Water Conservation District.

A motion was made by Commissioner Jennings to table Commissioner Novacek's motion until amended minutes were provided. Motion was seconded by Commissioner Barfknecht. Motion failed. Chair Hanson, Commissioners Cleminson and Novacek voted nay.

It was noted that a motion still remained on the floor.

Chair Hansen called a vote on the original motion to recommend the Township take over the VRWJPO Ordinance permitting process and forward to the Town Board for consideration. Motion carried by majority vote. Commissioners Jennings and Barfknecht voted nay.

## **Jody Arman-Jones Newsletter**

Jodi Arman-Jones suggested that the Township change the manner in which it delivers the Township newsletter to residents and property owners or if, in fact, a newsletter is even necessary. In addition, it is increasingly challenging to get the newsletter out in a timely manner because of problems waiting for requested information, printer time, and the post office taking up to three weeks for bulk mail delivery. She suggested the Township consider an electronic version of the newsletter. Commissioner Jennings suggested the Commission review Ms. Arman-Jones' recommendation and discuss it at the October meeting. She also suggested that this issue could be brought before the Township residents at the annual meeting in March.

Chair Hansen made a motion to appoint Commissioner Jennings to research MAT guidelines regarding reporting information to citizens. Commissioner Barfknecht seconded the motion. Motion passed by unanimous vote.

## **Board Report**

Cory Behrendt reported from the Board meeting on the following:

- Road projects are continuing;
- DRE wrapped up road work—finishing projects, might be donating gravel;

- Agritourism ordinance open house. The Board asks that the Planning Commission go forward with the Open House and present and get 3 Ag ordinance drafts: Task force, Atina Diffley and Attorney's. The Planning Commission will go forward with scheduling the Open House.

Chair Hansen suggested to post and have all three documents available and let residents read all three and give their input.. Commissioner Jennings stated we could not go forward with the dates for the Open House until we did a poll of the members and encourage people on the task force to show up at the Open House. Cory stated that the attorney should be finalizing the ordinance and should have that completed shortly. The board appreciates the consent agenda.

### **Consent Agenda**

Nothing available. Phil Cleminson will be the liaison for Town Board for September.

### **Agritourism**

The Agritourism Open House was discussed, with a timeline (week night) between October 20-30<sup>th</sup>. Various suggestions were made regarding presentation methods, as well as a means for residents to review the draft ordinances prior to the open house.

Chair Hansen made a motion to appoint Commissioner Jennings as poll person to determine the date for the Open House. Commissioner Barfknecht seconded the motion. Motion carried by unanimous vote.

Chair Hansen felt it would be beneficial for the Agtourisim Task Force to meet with the Planning Commission prior to the open house. Ms. Arman-Jones stated an attempt could be made to include the open house information in the upcoming newsletter depending on the timing that is selected for the meeting.

The Clerk was directed to contact Dakota County for an updated mailing list. It was noted that notification of the open house should go out as soon as possible given bulk mailing timelines.

Commissioner Jennings made a motion to adjourn the meeting. Commissioner Barfknecht seconded the motion. Motion carried unanimously.

Meeting adjourned at 9:34 p.m.

Respectfully submitted,

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Cheryl Murphy  
Deputy Clerk