



REGULAR PLANNING COMMISSION MEETING MINUTES

October 10, 2019 7:00 PM

(Recorded for Transcription Purposes Only)

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Chair Dave Johnson called the meeting to order at 7:05 PM and the Pledge of Allegiance was said. Roll Call: Those present: Vickie Kettlewell, Scott Hendrickson, Dave Skogen, Dave Johnson, Board Liaison Yvette Adelman-Dullinger, and Jenna Ruggles, Deputy Clerk. Sign-In sheet attached: David and Sandra Beyer

Agenda: Scott Hendrickson moved to **approve the amended agenda**, seconded by Vickie Kettlewell and the motion carried.

Minutes:

September 12, 2019 PC Meeting amend/approve: Vickie Kettlewell moved to **approve the minutes as presented**, seconded by Dave Skogen and the motion carried.

Public Input:

Beyer: The Beyers came in and discussed their new options which they will bring to the Public Hearing on Monday with the Planning Commission at Cass County. Discussion topics were regarding where to put the sewer and how to move the buildings to accommodate. Beyers would like to stay off the road right-of-way enough to have the boat and truck attached without being in the shed or road as well as not having the sewer too far down the hill towards the lake. Also talks about changing the drain field to be shorter by 10-feet and 4 lines instead of 3 lines. Decisions on straddling the sewers on the 90-foot mark behind the pole shed was the recommendations from the Planning Commission. Scott Hendrickson **motioned to approve the conditions to be sent to Cass County**, seconded by Vickie Kettlewell and the motion carried. Recommendations attached.

Correspondence Received:

Cass County Permit Log – September 2019: There was 8 building permits, 2 Shoreland Alterations, and 2 Variance permits issued for Sylvan Township for the month of September 2019.

Johnson Variance – Dave Johnson presented his facts and findings and the planning commission discussed the recommendations that Dave Johnson wrote up and agreed. Vickie Kettlewell **motioned to approve the conditions to be sent to Cass County**, seconded by Scott Hendrickson and the motion carried.

Correspondence Sent:

We asked Region 5 to hold a meeting between Baxter, Pillager, East Gull Lake, and us to discuss common concerns and areas. Meeting is set for Monday November 4th, 2019 from 1pm – 3pm at Sylvan Town Hall. Dave Johnson and one of the board members will be representing us. It was mentioned that we should post this meeting so that it can be open to the public as well as for other board and planning commission members to attend.

Reports:

Yvette Adelman-Dullinger, Town Board Liaison: Yvette Adelman-Dullinger gave a brief report on their previous meeting: She attended the district meeting for Cass County, the board discussed roads, weeds, payroll, our parks, and our township insurance. We had an adjuster come out to evaluate if we are

paying the correct amount and a survey was completed to make sure we have the correct amounts listed for each building/site.

Previous Board Minutes & Public Hearing Minutes: You received in your packets, please read them over for your information.

Old Business:

Ordinance Application and Checklist: Yvette Adelman-Dullinger mentioned that during the District meeting at Cass County she attended last week, there were discussions on Short-Term Rentals and they purposed to possibly change their tax classifications if they have more than 4 weeks of rental to Commercial instead of seasonal residential. Added Pillager Fire Association phone number to STR Ordinance checklist.

History Series – The 1962 Uprising: There was about 72 people at this lecture. The next presentation will be held on October 29th, 2019 at 6:30 pm titled “The Gull River Lumber Company” at 6:30 PM. Discussion to move the next series to Pillager School still in the works; it would be in the commons/lunch area next year and then the year after would be in the new performing arts center. Next year we will also start the field trip portion of the seminars.

Sylvan Lake Park: Dave Johnson would like to get a committee started in November for the park to talk about redesign, grants, and planning of the projects. It would include 2 representatives from each group; Township Board, Planning Commission, Sylvan Lake Association, Township Residents, and Pillager School (kids). Vickie Kettlewell and Dave Johnson would represent from the Planning Commission and Yvette Adelman-Dullinger would like to represent from the Board and will get another at their next meeting. Dave Johnson would like to get a road to the top this year and the archaeological survey (scheduled for week of October 21st from Leech Lake Heritage Site) completed.

Sylvan Commercial Ordinance Review: Yvette Adelman-Dullinger, John Wulff, and Dave Johnson had a second meeting to go over the SCO and changes to clarify Home Business vs. Home Occupation and what people can and can't do was written. Drop the categories of B1 & B2 because they are so similar and that we don't turn people down if they are not meeting one of the conditions and the permits uses are the same. Changes will be sent out to the Planning Commission members next week and presented to the Board at their next meeting. If there are any changes that the Planning Commission members see they would like to address, they can do so at their next meeting. A public hearing is in the works to be set for November 21st, 2019 prior to the Board meeting.

Annual Reviews: None

Announcements: Read

Adjournment: Scott Hendrickson **moved to adjourn**, seconded by Vickie Kettlewell and the motion carried with the meeting being adjourned at 8:40 PM.

Minutes submitted by:

Jenna Ruggles, Deputy Clerk

PC Member Dave Skogen moved to approve the minutes as presented, seconded by Vickie Kettlewell and the motion carried.

Amendments:

Date: 11-14-19