



REGULAR PLANNING COMMISSION MEETING MINUTES

May 14, 2020 6:30 PM

(Recorded for Transcription Purposes Only)

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Chair Dave Johnson called the meeting to order at 7:00 PM and the Pledge of Allegiance was said. Roll Call: Those present: Vickie Kettlewell, Terry Quick, Scott Hendrickson, Dave Johnson, Dave Skogen, Board Liaison Yvette Adelman-Dullinger, and Colleen Putnam, Deputy Clerk. Sign-In sheet attached.

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

Minutes:

March 12, 2020 PC Meeting amend/approve: Vickie Kettlewell moved **to approve the minutes as presented**, seconded by Terry Quick and the motion carried.

Public Input:

The following residents were present regarding the Mike Frank HO Application voicing their concerns:

Kay Edgeton - 3361 Crow Wing River Dr. Pillager MN
Sue Opsahl - 3361 Crow Wing River Dr. Pillager MN
Rose Nelson - 3371 Crow Wing River Dr. Pillager MN
Linda Ward - 3337 Crow Wing River Dr. Pillager MN

Below are their comments and concerns:

- The accumulated items in his garages, yard and driveway are an eyesore
- Devalues their properties
- Some days constant traffic and noise with engines running
- Some days people are coming and going from 7:30 am – 9:30 pm
- The residents feel his business does not meet the criteria for Home Occupation – Type B
- They feel the traffic has increased by 50%

Mike Frank was not present at the meeting so the Planning Commission members could not discuss any of the above issues. The application was not complete due to the fact he did not complete the site plan and did not fill out the section under property information. There was discussion regarding lack of attention to previous letters sent from the Town Board and previous complaints. There was discussion that his business had outgrown the residential area and should go into the commercial park. After further discussion Scott Hendrickson **moved to recommend the Town Board deny the application from Mike Frank for a Home Occupation – Type B business based on the fact the application is not complete**, seconded by Dave Skogen. The question was called and the motion carried.

The residents attending did ask if Mike Frank presented a new application they be notified.

Correspondence Received:

Cass County Permit Log – March and April 2020: There were 2 building permits and 1 new septic system issued for the month of March 2020. There were 12 building permits, 1 new septic system and 2 shoreland alterations for the month of April 2020.

Kyle Holmgren Variance – Cass County: An After the Fact Variance application was submitted to retain a 420 sq. ft deck and a 268 sq. ft. garage addition which was built encroaching into the structure setback of Rudneck Lake. Dave Johnson met with the Cass County representatives and looked over the work Kyle had completed. Kyle had removed trees lake front, added 40 foot of sidewalk to a 20 ft. solid concrete fire ring. The Cass County Planning Commission approved his variance at their meeting on May 11, 2020. The resident must remove railing from deck, must reduce platform and apply for ATF Shoreland Alteration Land Use Permit; must plant 10 3' to 5' tall white pines.

Phone Complaint: The Town Hall received a phone call from a resident regarding activity taking place on 20th Ave in the Scearyville addition. He stated it looked like they were starting a scrap metal/ salvage business. Yvette checked it out and didn't see anything that looked like a business going on. Dave asked Yvette to continue to observe that residence.

Correspondence Sent:

None

Reports:

Yvette Adelman-Dullinger, Town Board Liaison: Yvette Adelman-Dullinger gave a report on their previous meeting:

1. Yvette stated it was a long zoom meeting.
2. Sent a cease and desist letter to Mike Frank.
3. Sally Volner was concerned regarding the Aberson Short Term Rental. She stated he is not meeting the setbacks and there is no grandfathered clause in the ordinance.

At this time Dave Johnson informed the PC members that Greg Bennett and Dave checked out Aberson's and his setback is 64 ft. setback. They have not completed Cass County's requirements. Greg will take this back to the Board. The Voges short term rental is 160' feet. The Voge's stated they are not renting the cabin out this year as a short-term rental due to COVID -19 but renting it out as a long-term rental.

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

Old Business:

Sylvan Lake Park: The trails have been staked out and Hengel's added topsoil to everything else with the exception of the roads, may need more in the future. Scott Hendrickson met with Steve Doucette regarding hydroseeding the hill. Steve stated that can be done, the seed (Pioneer Blend) has now been ordered. Dave has gotten a burning permit to burn the hill, hoping to do it this weekend. There have been 175 trees planted. There was discussion regarding using the Ag students, industrial arts, welding and arts students for other areas in the park. There also was discussion regarding using Cass County Sentence to Serve crew. Colleen will contact them to see if that program is still available.

New Business:

Conflicting Ordinance Issues Cass County/Sylvan: A copy of the issues was handed out to the Planning Commission members to read. There is possible conflicts with all three (3) of Sylvan Township's Ordinances which consist of Sylvan Commercial Ordinance, Short Term Rental Ordinance and Adult Use Ordinance with the Cass County Ordinance. All construction and sewer systems would be handled by Cass County but the permit for the business would be through the Township. The other issue is zoning. Dave stated he has spoken to Jessica with ESD Cass County who stated any zoning change the Town Board would pass a resolution which would be sent on to Cass County. The Town Board was in agreement with this and will be sent to Cass County ESD.

Letters to Commercial Businesses: There was discussion in regard to businesses that are operating without a permit. Dave asked Yvette if the Town Board had discussed this and if the Planning Commission should start sending letters to the larger businesses which could be either home business or home occupations. There was also discussion on the size of the buildings that have been built. After further discussion it was decided to send letters to businesses starting with few larger businesses to inform them they need a permit to operate a business in the Township and need to conform to the SCO.

Annual Reviews: None

Announcements: Read

Adjournment: Scott Hendrickson **moved to adjourn**, seconded by Terry Quick and the motion carried with the meeting being adjourned at 8:45 PM.

Minutes submitted by:

Colleen Putnam, Deputy Clerk

PC Member Scott Hendrickson moved to approve the minutes as presented/amended, seconded by Terry Quick and the motion carried.

Amendments:

Date: 6-11-2020