



Minutes
Planning & Zoning Commission
Location: Town Hall 33155 Hemingway Ave., Stacy, MN 55079
August 14, 2019

CALL MEETING TO ORDER

M. Willcoxon called the meeting to order at 7:01 pm

Members Present: Chair M. Willcoxon, Vice Chair P. Carlson, S. Brooks, D Milles, B. Schule

Members Absent: J. Johnson

Other Present: Supervisor B. Seekon, Deputy Clerk B. Schule, 2 members of public (signed in).

PUBLIC COMMENTS *(ITEMS NOT ON THE AGENDA)*

None

ADOPT THE AGENDA

D. Milles made a motion to adopt the agenda. P. Carlson seconded the motion. All in favor, motion carried.

M. Willcoxon asked to move new business A and B in front of the complaints.

APPROVE THE MINUTES OF THE JULY 10, 2019 PLANNING COMMISSION MEETING

D. Milles made a motion to approve the minutes of the July 10, 2019 Planning Commission meeting. B. Schule seconds. All in favor, motion carried.

NEW BUSINESS

Sketch Plan – Lent Trail Residential Development

B. Boyce presented the plan for 14 lots. B. Boyce said that Mudrick Masonry will be putting in the road for the top 4 lots of the property. It had been 20 acres and they split it up into 5 acre lots. All of the lots are at least 5 acres with 300' frontages on the road. D. Milles asked about the large 20-acre lot. It will be owned by Mudrick. There will be a road that will need to be adopted by the Township in the future. They are all zoned RRA. B. Boyce said they will need to do the wetland surveys. He talked to the county and said they will delineate it. B. Boyce said it is pretty high ground so there should be no issue.



There will be 14 lots and will have PID's. There is 55 acres on each side of the road.

Sketch Plan – Athens Trail RTC Development Concept

A1 Tire and Bob Boyce came to them to show the plan for the development. B. Boyce said that A1 Tire is interested in purchasing it. There will be one 10 and two 5 acre lots on the property. There will only need to be one access and it will have a turn around. B. Boyce said it may be made into a frontage road. There will be one residential and 2 commercial lots. A1 is planning on moving all their commercial business to this area. P. Carlson said that the buildings that go up need to have brick and wood type siding on the facing. B. Boyce asked that once they have reviewed the plans to get back to E. Maass with any questions or concerns.

Complaint driven fines for property tax procedures

M. Willcoxon said that after the third fine sent and no response, then the complaint should go to the Board for approval to escalate frequency of the fines. It will then be submitted to the Board for their approval to be assessed to their taxes. D. Milles said that we have never done this before but the Assessor has deadlines to propose taxes. D. Milles wants the Clerk to find out when we have to submit the assessment to the Tax Assessor. Any fines that have not been paid up to that timeframe, should be added up and given to the Assessor to post on their taxes. B. Schule asked if a letter is sent out or if it is stated in the original fine. D. Milles said it is in the letter.

D. Milles made a motion to have the Clerk find out from the Assessor when the fines should be submitted each year for those that do not comply. P. Carlson seconds the motion. All in favor motion carries.

Building Inspector/Zoning Administrator Options

D. Milles said 75% of all fees are given to our Building Inspector for the inspections. D. Milles said that he and his neighbor have building permits and does not think he has had a final inspection. (Final inspections were completed). D. Milles said maybe we should have a person on staff that could go out to the sites, inspect permits, then we would have to find someone who is licensed to inspect to make sure it meets code. We would have a Township resident who would get paid to do the same thing on an on-call basis to do inspections.

M. Willcoxon said we are paying our Building Inspector to be knowledgeable on all of the laws and rules. We do not want to have to train someone in to do this job. J. Kramer provides his own training and stays current on laws, code and regulations. D. Milles said we should look at it as an option for the future and not act right now. D. Milles said that our inspector could apply for this new position. P. Carlson said sometimes we have J. Kramer go inspect some of the issues we have had. B. Seekon said we need to look at what was paid to the inspector in the past. **D. Milles made a motion to have the Treasurer look at the books and see how much money has been paid to the Inspector for the last 3 years or so. D. Milles added that we need to have a count of all the permits given each month for the Planning and Zoning meeting. B. Schule seconds the motion. All in favor, motion carried.**



OLD BUSINESS

31658 Foxhill Complaint

M. Willcoxon said that P. Carlson visited the site and the person is in compliance. M. Willcoxon said they have cleaned up things and the camper is gone. The property looks presentable and he found them to be in compliance. They got rid of 6 or so vehicles. **D Milles made a motion to have E. Maass write a letter to the resident stating they are in compliance with good faith effort and once they put up screening the complaint will be closed. P. Carlson seconds the motion. All in favor, motion carried.**

Lindgren Property

D. Milles wanted to apologize for the information that he had. M. Willcoxon said that they initiated in good faith to quit working out of the property which proved to be untrue. He talked to the owner and told him we are willing to work with you but, you have to work with us. M. Lindgren said once he gets the old house out of there and puts up a new house; he wants to move forward and clean things up. M. Willcoxon and C. Cagle said they went and visited his site and it has been cleaned up, but he started moving boats back in right away. M. Willcoxon and P. Carlson inspected it and found there were still boats on the premise and in buildings. He has larger boats on the property as well as pontoons. He still has five boats that he stated are his own, but was not able to provide registration for them. The property owner is ready to clean things up and get a demolition permit for the existing home, but has yet to follow through. M. Willcoxon said we tried to open a door for him to work with us but he has not complied and will not answer calls.

D. Milles said we need to have E. Maass send him a letter again for the next level of fines, then turn it over to the assessor to put it on his taxes in October. **D. Milles made a motion to have E. Maass send him the next level letter of fines. P. Carlson seconds the motion. All in favor, motion carried.**

32050 Elk Lane Complaint

P. Carlson said the property looks worse in his opinion. M. Willcoxon said there are tarps, piles of junk and cars parked all over. **D. Milles made a motion to have E. Maass send the next level of fines and if they do not comply the fines will be added to their taxes from the Assessor for non-compliance.** B. Schule asked if it was set up to have the Clerk do the letters. M. Willcoxon said they set it up to have E. Maass write the letters to keep things consistent. B. Seekon said we need to keep fining these residents. They will get the letters and if not paid they go to the Assessor. **P. Carlson seconded the motion. All in favor, motion carried.**

6260 337th Complaint

M. Willcoxon presented the pictures of the residence which showed the junk in the yard. M. Willcoxon said the resident started the cleanup and it does not appear he has progressed with the cleanup. D. Milles asked if we have fined him. No, not as of yet. **P. Carlson made a motion stating this is your final notice to cleanup before we start imposing fines. D. Milles seconds. All in favor, motion carried.**



Karmel Fines

D. Milles said they have not completely cleaned the place up. **P. Carlson made a motion that we send the next level of fine letter. D. Milles seconded the motion. All in favor, motion carried.**

35902 Grand Ave Complaint

There was discussion regarding living standards. M. Willcoxon noted that there has not been any progress yet. **P. Carlson made a motion to send the Second notice letter. D. Milles seconds. All in favor, motion carried.**

32301 Elk Lane Complaint

They have not cleaned up. D. Milles said we need to send them the 2nd letter. No motion needed.

Country View Marine

It was discussed whether or not a CUP permit was issued and they will follow up with E. Maass on this at next meeting.

COMMISSIONER/TOWN BOARD REPORT

B. Seekon said that there was a lot of talk about roads at the last meeting. B. Seekon said that on 320th there was a resident that dumped a whole household of items. They think they have their name and address. There was discussion regarding billing for the cleanup. D. Milles said there was a lot of talk with J. Pelawa on the roads. There was an issue on one of the roads, but Valley Paving did a good job overall. B. Seekon said we have had spots where the asphalt has been damaged. There was also a paving company on a road that had a heavy vehicle on the hot tar and was sinking in the road.

S. Brooks said that they are getting close to getting the fiber but need another company to hook it up.

NEXT REGULAR PLANNING COMMISSION MEETING IS SEPTEMBER 11, 2019 AT 7:00 PM.

ADJOURN

P. Carlson made a motion to adjourn the meeting at 8:45 pm. D. Milles seconded. All in favor, motion carried.


Mike Willcoxon, Chair


Kelly Wood, Clerk