



Minutes  
Planning & Zoning Commission  
July 11, 2018

**A. CALL MEETING TO ORDER**

M. Willcoxon called the meeting to order at 7:00 pm.

**Members Present:** Chairperson M. Willcoxon, Vice Chair P. Carlson, D. Carlson, J. Johnson, D. Milles, L. Sinna

**Members Absent:** None

**Others Present:** Supervisor B. Seekon, Planner E. Maass, Planner K. Bearinger, Clerk K. Wood, 0 members of the public (signed in).

**B. PUBLIC COMMENTS *(ITEMS NOT ON THE AGENDA)***

None

**C. ADOPT THE AGENDA**

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

**D. APPROVE THE MINUTES OF THE JUNE 13, 2018 PLANNING COMMISSION MEETING**

**P. Carlson made a motion to approve the minutes of the June 13, 2018 Planning Commission meeting. D. Milles seconded. All in favor, Motion Carried.**

**E. OLD BUSINESS**

**a. Karmel Ave Update**

P. Carlson went to the property last night and the weeds have grown up. The big trucks are gone and only two of the four vans are there. He said they have made progress.



M. Willcoxon said he has talked to A. Hawkinson and he has agreed to make an effort to clean up the property. They took pictures three weeks ago and there was stuff hanging out of vehicles and the doors are now shut. M. Willcoxon said the property owners knew the letters were coming in July. D. Milles said the K. Wood did affidavits of mailings which will hold up in court. D. Carlson confirmed there were also verbal conversations. M. Willcoxon said, yes. M. Willcoxon said they will check the property in two weeks for continued progress. They have to make an effort to clean up the property or the Township will take action.

**b. Chisago County Solar Ordinance Revision**

E. Maass said Chisago County updated their solar ordinance on April 18, 2018. They split solar energy into three categories. Accessory solar energy systems are limited to twelve feet in height and require a building permit. The other two categories govern the commercial solar based on the total site area. If it is less than ten acres it is an administrative solar permit and there is a community meeting. It is not an official public hearing and is organized by the developer or applicant. If it is larger than ten acres, it follows the standard requirements and an IUP or a CUP is required.

This was done to streamline the process. E. Maass stated that he is not recommending that the Township go the exact same route as the County, but there are some parts he suggests adding to the ordinance.

M. Willcoxon asked about rooftop arrays. E. Maass said it is still allowed under County ordinance.

M. Willcoxon asked if there is an issue with using the County administrative permit concerning solar permitting. E. Maass said the Township should adopt some of the definitions. The Township is actually more restrictive than the County. P. Carlson would like to keep it the way it is because he feels a CUP needs a public hearing. M. Willcoxon said he would like everything kept as is. E. Maass would like to add a few tweaks after reviewing the Township's. M. Willcoxon said he would like recommendations.

E. Maass has some changes he would like to make such as acreage requirements for a CUP and changing the language to accessory from permitted. E. Maass is going to go through the ordinance and the Planning Commission is going to review it in August. There will be a public hearing in September.

P. Carlson asked about the screening on the Rockpoint solar CUP. E. Maass said that the west end on the south side will be screened if it is ever developed. E.



Maass said he reached out to P. Tiede today. L. Sinna said she received a call as well. J. Johnson had thought they were going to use existing screening. E. Maass said it was on the west end. On the north boundary a double row was required. J. Johnson said they allowed a fence unless a development was built. D. Carlson asked how it was determined to not have screening. E. Maass said if the property is sold, they are buying into that situation. B. Seekon asked about years down the road and what leverage they have to require screening if they need it. E. Maass said they can revoke the CUP. J. Johnson said if they are not developable properties in the ordinance, they can remove the requirements for screening. D. Carlson said that if the property is undevelopable, the screening may be waved.

## **F. NEW BUSINESS**

### **a. 320<sup>th</sup> Street Complaint**

M. Willcoxon said there is a complaint of someone hauling in dirt and disturbing the peace. D. Milles said if there is a ditch there, it is a private drainage ditch. P. Carlson went there and he was unable to see vegetation knocked down. M. Willcoxon said this is a sound issue and he asked if they wanted to put restrictions on noise. P. Carlson said they could bring it up at the Annual Meeting. D. Milles said that they would get a lot of complaints if they adopt a noise ordinance. J. Johnson agreed.

M. Willcoxon said if something happens once in a while they do not need to do anything, but when something big happens like this it is something to think about. P. Carlson said it is something to ask the residents about at the Annual Meeting.

A letter will be sent to the complaintant stating the DNR and the Sheriff are the official authorities to contact.

## **G. COMMISSIONER/TOWN BOARD REPORT**

B. Seekon said they have been mostly dealing with the roads. They were talking about the Engineer and his billable hours. B. Seekon said that E. Maass did a good job clearing it up for the Board. 340<sup>th</sup> Street West of the Freeway was double chip sealed as a test road. They started the paving on 340<sup>th</sup> Street East of 61. Knife River told Maintenance Staff that 1.5" blacktop is not going to hold up, but that is what was bid. M. Willcoxon said the Township has a good base. The MPCA is going to be coming with septic inspections soon.

P. Carlson asked about the invoice from the Engineer. E. Maass said the construction documents were to be approved by the Engineer and it was in the solar CUPs. The Town acts as a pass through and the Township invoices the solar companies. E. Maass has been





working with the Engineer, J. Pelawa. B. Seekon said it was not necessarily just the solar bills; it was the road bills as well. He was put on probation. P. Carlson said if the Engineer reviewed the roads then they are liable if something goes wrong.

**H. NEXT REGULAR PLANNING COMMISSION MEETING IS AUGUST 8, 2018  
AT 7:00 PM.**

M. Willcoxon said the City of North Branch is proposing a half or 1 percent sales tax. J. Johnson noted that a transportation tax came in to the city his business is in and he had to do a lot of adjustments.

**I. ADJOURN**

**D. Carlson made a motion to adjourn at 7:59 pm. D. Milles seconded. All in favor, motion carried.**

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Mike Willcoxon, Chairperson

  
Kelly Wood, Clerk

