



Minutes  
Planning & Zoning Commission  
June 13, 2018

**A. CALL MEETING TO ORDER**

M. Willcoxon called the meeting to order at 7:08 pm.

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

**Members Absent:** D. Carlson, J. Johnson

**Others Present:** Supervisor B. Seekon, Planner E. Maass, Clerk K. Wood, 1 member 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. Milles seconds. All in favor, motion carried.**

6160 320<sup>th</sup> Street was added to D. under New Business

**D. APPROVE THE MINUTES OF THE MAY 9, 2018 PLANNING COMMISSION MEETING**

**D. Milles made a motion to approve the minutes of the May 9, 2018 Planning Commission meeting. Second by P. Carlson. All in favor, motion carried.**

**E. OLD BUSINESS**

**a. Karmel Ave Update**

M. Willcoxon said they are making an effort to clean the property up. There has been 3 letters sent. If they do not respond, this will be sent to the Chisago County



Attorney. D. Milles said it is similar to getting a ticket and the other option is civil. The Township can go after them on its own. Every day it is not cleaned up it is a separate offense and it goes on their property taxes. D. Milles said the Township Attorney would have to draw up the papers. P. Carlson felt they should give them a 30 day extension.

E. Maass will compose a letter giving them until the end of the summer and the Planning Commission will check the property every couple of weeks. It will also state that the Township will take civil action to fine them and it will go on the property taxes that will go with the land if not cleaned up.

D. Milles said they will need the Town Board approval before the letter is sent.

**D. Milles made a motion to have E. Maass draft another letter to the property owner giving additional days to clean up or pursue civil action under the ordinance. They need to be given a specific period of time. The Planning Commission will be periodically inspecting the property. L. Sinna seconds.** D. Milles said to give them until September 1 and the letter goes out July 1. They all agree that they would prefer to have the property owner do the clean-up. D. Milles said the letter needs to be sent to show the seriousness of the violation. P. Carlson said they need to show that they are making bi-weekly improvements or appropriate civil action will be taken. If the Board approves the letter, it will be sent out.

The letters will be sent registered mail July 1, 2018. D. Milles will send K. Wood an affidavit of mailing to fill out.

**All in favor, motion carried.**

## **F. NEW BUSINESS**

### **a. Solar Garden Update**

E. Maass said the Solar Companies have been working quickly to get their building permits approved. They are only waiting on Good Solar project. They have one year from start to finish. The Township Engineer has approved everything and E. Maass has approved the conditions. E. Maass said there was a slight modification to the Cornillie CUP. The tree species were changed. P. Carlson thought they did not need screening. E. Maass said it was because they are taking out existing screening.



**b. Anoka County Transportation Plan Update - Jurisdictional Review Draft**

E. Maass said Cities are updating their Comp Plans right now. D. Milles said there are some joint maintenance roads such as Lyons Street. It was decided that this does not impact the Township.

There was also discussion regarding work in the ROW on County Road 19.

**c. Draft ordinance regarding Planning Commission makeup (alternate) (2018-3) Public Hearing**

E. Maass said he has the draft ordinance that refines the make-up of the Planning Commission. When the full body was present, the alternate is able to take place in discussion but not vote. He noted that he explained the make-up at the previous meeting and the Planning Commission had agreed to the language.

L. Sinna asked if someone resigned if she would become the permanent member. E. Maass said the ordinance does not officially state that, but for all intense purposes it would most likely happen. D. Milles said it would most likely happen but they would have to open it up to the public. P. Carlson said he bets the alternate votes just as much as the voting members. E. Maass said the alternate is not forced into the permanent position if they do not wish to occupy it.

**M. Willcoxon opened the public hearing at 7:52 pm**

**D. Milles made a motion to accept E. Maass' explanation of this draft ordinance as recorded in the minutes be submitted as testimony to support the ordinance. Second by L. Sinna. All in favor, motion carried.**

**M. Willcoxon closed the public hearing at 7:55 pm**

**d. 6160 320<sup>th</sup> Street**

D. Milles read the anonymous complaint to the Planning Commission regarding monster trucks and gun/rifle shooting on the five acre parcel.

M. Willcoxon asked D. Milles about the gun shooting. D. Milles said the enforcement is the Sheriff and/or the DNR Conservation Officer. The homeowner has to be present if guns are being discharged and they need to be 500 feet from an occupied dwelling. It is legal to fire a gun in the Township. D. Milles said there is nothing the Township can do and the enforcement is the sheriff or DNR conservation officer. The Township will send them a letter stating who to contact.



**D. Milles made a motion to have a letter sent to the complainant. L. Sinna seconds. All in favor, motion carried.**

**G. COMMISSIONER/TOWN BOARD REPORT**

B. Seekon said the main focus has been on paving the roads. They reviewed the bids and they will be approved at the Board meeting. Blacktopping is contingent upon the funding. P. Carlson asked if there were any surprises. B. Seekon said there were some questions, but it was figured out. The Road Committee felt that they received a good price. Bonding up to \$2 million was approved. They are looking at contracting with Peterson Companies with the work on the west side of the freeway. It will be talked about at the meeting on Tuesday. D. Milles said the original plan was to open the bids on the 4<sup>th</sup> and special meeting was on the 5<sup>th</sup>. They are looking to start after the 4<sup>th</sup> July and end in October. When the quotes were received, they rejected the double chip and decided to blacktop the roads in phase 1. Some roads are going to have to be postponed. B. Seekon said they have to pay the company to prep the roads. There are road agreements with North Branch and Chisago Lake Township. The Township will receive payment from North Branch in 2019. Some of the roads were removed from the list and will be done in the future. E. Maass asked if there are any watershed permits. D. Milles said the Township is not in a watershed.

B. Seekon also noted that at the Joint Powers meeting it was determined that not enough money is being set aside for items the SLFD needs such as tanks and masks. They are also going to need a new roof for around \$100k. One of the engines will need to be replaced as well as turnout gear. They implemented a building fund - \$20k per year. This will be at the budget meeting next year.

**H. NEXT REGULAR PLANNING COMMISSION MEETING IS JULY 11, 2018 AT 7:00 PM.**

**I. ADJOURN**

**P. Carlson made a motion to adjourn the meeting at 8:26 pm. D. Milles seconds. All in favor, motion carried.**

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Mike Willcoxon, Chairperson

  
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Kelly Wood, Clerk

