



## **Minutes**

### **Planning & Zoning Commission Meeting**

**Location: Zoom Dial: 1 312 626 6799 US (Chicago) Meeting ID: 858 7149 6837**

**Passcode: 282588**

**November 10, 2020 7:00 pm**

### **CALL MEETING TO ORDER**

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

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

Members Absent: Vice Chair P. Carlson, J. Johnson

Others Present: Planner K. Moen, Supervisor B. Seekon, Clerk K. Wood, Deputy Clerk B. Schule, 0 members of the public (signed in)

### **PUBLIC COMMENTS** *(ITEMS NOT ON THE AGENDA)*

None

### **ADOPT THE AGENDA**

**D. Milles made a motion to adopt the agenda. Second by B. Schule. Votes via roll call Ayes 4, Nays 0. Motion carried.**

### **APPROVE THE MINUTES** OF THE OCTOBER 14, 2020 PLANNING COMMISSION MEETING

**D. Milles made a motion to adopt the agenda. Second by B. Schule. Votes via roll call Ayes 4, Nays 0. Motion carried.**

### **NEW BUSINESS**

#### **Proposed Text Amendments to Chapter 2, Section 3. Platting Procedure**

#### **Public Hearing**

K. Moen shared the proposed ordinance on Zoom and explained the updates. The updates are to streamline section 3 and make it consistent with the Chisago County ordinance. "Enter into a Development Agreement with the Township" was added and, "No preliminary plat shall be submitted to the Town Board until any associated Developer's Agreement has been reviewed and approved by the Planning Commission pursuant to Section 3.04 of this Ordinance." was removed from the proposed text amendment. D. Milles also noted that the word "shall" needed to replace the word "should" in a couple of places. K. Moen stated that she would make the changes and send them to the Board for their approval.

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M. Willcoxon opened the public hearing 7:11pm

**D. Milles made a motion to accept all previous discussion as testimony for the public hearing. B. Schule seconds. Votes via roll call Ayes 4, Nays 0. Motion carried.**

**D. Milles made a motion to close the public hearing at 7:14pm. S. Brooks seconds. Votes via roll call Ayes 4, Nays 0. Motion carried.**

**D. Milles made a motion to recommend the ordinance to the Town Board. S. Brooks seconds. Votes via roll call Ayes 4, Nays 0. Motion carried.**

**Complaint Policy Update for reoccurring complaints Chapter Six Administration,  
Enforcement and Fees  
Public Hearing**

K. Moen presented the proposed ordinance on Zoom. She said that this is an ordinance updating some of the language for the code enforcement officer. E. Violation Notice Procedures was added. They want to make it clear if the violation remains over 30 days after the 6<sup>th</sup> notice, the violator will get a monthly notice and a citation in accordance with the Township fee schedule. A repeat violation would start at the 4<sup>th</sup> notice.

D. Milles said that we should add an item number 10 regarding a criminal citation. It should state that the Township reserves the right to pursue a criminal citation. K. Moen said she will make that change.

M. Willcoxon opened the public hearing at 7:18pm

**D. Milles made a motion to include the previous discussion as testimony in the public hearing. B. Schule seconds. Votes via roll call Ayes 4, Nays 0. Motion carried.**

**D. Milles made a motion to close the hearing at 7:20 pm. B. Schule seconds. Votes via roll call Ayes 4, Nays 0. Motion carried.**

**D. Milles made a motion to recommend approval to the Town Board with the amendment. S. Brooks seconds. Votes via roll call Ayes 4, Nays 0. Motion carried.**

**OLD BUSINESS**

**31658 Foxhill Ave Update**

M. Willcoxon drove by the home today and said that there are toys and a few trucks in the yard. They had four tires buried in the yard vertically for decorative purposes. There is nothing that indicates that they are running a business. They have a permit for a garage addition. D. Milles





said there is nothing we can do at this point. If there is nothing for us to enforce, there is nothing for us to watch. Complaint closed. A closure letter will be issued by K. Moen.

### **32050 Elk Lane Update**

M. Willcoxon drove by the property today and there are piles of stuff in the front yard. The back yard is more organized than the front. The Planning Commission discussed the property and would like to continue the fines if the Board approves the ordinance. D. Milles said the homeowner is in contempt of court and that a criminal citation should be filed. There was discussion regarding the homeowner cleaning up the property. They owe \$1500 for 2020. D. Milles said he violated the law criminally and civilly. He said the ordinances have to be enforced. S. Brooks asked what are some ways to understand what is going on in the property owner's situation. D. Milles said he was invited to a meeting and came. M. Willcoxon said he had the property cleaned up for a while and now is in violation again. M. Willcoxon said that the letter will go out and he has a couple weeks to clean up before the next Planning Commission meeting which is a reasonable amount of time. This will be addressed at the next meeting. K. Moen will send the property owner a letter.

### **32301 Elk Lane Update**

M. Willcoxon said there was an improvement earlier in the year, but there are now two garbage piles in the front yard. They were on the 4<sup>th</sup> notice in March and they received a compliance notice in July. They owe \$200 for 2020. M. Willcoxon said they received a compliance letter, but the violation has come back again. There was discussion regarding the new ordinance. M. Willcoxon said they will also get a letter after the ordinance is approved. K. Moen will send the letter.

### **Countryview Marine Update**

M. Willcoxon asked K. Moen if she has done any follow up with this issue. She said that this was under dormant code enforcements. The owner is waiting for fence materials to be delivered. B. Schule said the boats are almost out to the road in the parking lot area. M. Willcoxon said there are 7 or 8 boats in the wetlands. D. Milles said we could send them a letter saying that you are out of compliance with your CUP. M. Willcoxon said that he and K. Moen are going to talk to E. Maass to see what was agreed upon and if they are not doing what was supposed to be done, a letter will be sent. D. Milles said K. Moen should call J. Fertig to see if there are any wetland violations.

### **5265 318th Street**

M. Willcoxon said he took some pictures of the property and he will send them to K. Wood. The property has junk all over; including more cars and garbage which have been added to the property. They received their second notice and it was decided that a third notice will be sent.

### **Community Survey Results**

K. Moen shared the comp plan survey that was sent out to the residents. 98 residents responded and she went over the responses.



Q1. What community amenities would you like to see added within the Township?

Most people answered high speed internet. Other top answers were recreation and pave remaining roads.

Q2. 95 percent of people said they found that the Town Hall is in a convenient location.

Q3. What new development would you like to see in the Township? Check all that apply

63.2% would like Recreational Amenities

21.8% would like Life Cycle Housing

33.3% would like Commercial Services

27.6% would like Industrial Development

14.9% would like None of the above

K. Moen said some of the comments included: Keep it rural - no less than 5 acre lots, no small lots, I don't want my taxes to go up due to development, keep it country, and no increase of taxes. M. Willcoxon said there is a need for senior housing because there is an ageing population in the Township who may like to stay here.

Q4. What changes in the Township have you noticed over the past 10 years?

Some positive changes noted were the paved roads, Town Hall upgrades, blue address signs, leadership and solar panels.

Some negative changes noted were the threat of development, increased taxes, road issues/more traffic, speeding and solar panels.

Q5. What do you think are the biggest issues currently facing the Township?

Development, development threatening the rural character, high taxes, lack of high-speed Internet, road maintenance/improvements, attracting new businesses, funding and economic development.

Q6. What do you think are the biggest issues the Township will face in the future?

Development, development threatening the rural character, economic development, lack of commercial tax base, attracting new businesses, finances/controlling costs, "too much" government / overregulation, lack of high-speed Internet, road maintenance and crime.

Q7. Would you encourage or discourage the following land uses in the Township?

94.2% would encourage Agriculture/Farming

83.5% would encourage Public Outdoor Recreation

70.0% would encourage Residential: Single-Family Homes

63.2% would encourage Service businesses

61.6% would encourage Senior/Assisted living

59.7% would encourage Tourism/Artisan

75.7% would discourage a Professional office park

63.3% would discourage Retail Development





55.7% would discourage Light Industrial/Manufacturing

People commented that they would like restaurants, trails, green spaces, restored native prairie, box stores and a gun club. Residents suggested to keep service businesses within city limits, do not allow sprawl into agricultural natural areas, preserve country feel, no more developments - Carlos Avery is more important and advertise compatible uses of Carlos Avery as a draw for local businesses.

Q8. Where would you like to see additional development? (Indicate on the map)

Most people said that they would like to see development by Athens Trail. Some would like to see it by the City of Stacy. They would like to see it clustered together, rather than see it spread throughout the Township.

K. Moen said what stood out most to her was that residents wanted to preserve rural character, get high speed Internet, add more recreation, keep paving the remaining roads, remain financially conservative, encourage residential growth and businesses should be kept only in designated areas. D. Milles asked if this gives her enough for a draft plan, K. Moen said yes, she feels that it does. She was able to pick out some major themes and strategies. The next step is to go through the goals and strategies and update them based on the feedback. She will show the red lines at the next meeting.

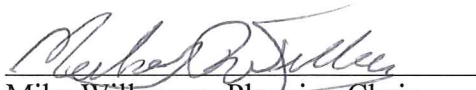
#### **COMMISSIONER/TOWN BOARD REPORT**

B. Seekon said that J. Eischens was appointed for Seat C. They went through the revisions to Chapter 2 for accessory structures. They approved Cornillie 2 to offload equipment on a weekend. We got Boardable agenda builder and a new website is coming. T. Nelson is now our HR person for the employees. There is a Bridging Divides workshop and the Board of Canvassing meeting is Thursday. The updated employee manual was approved.

**NEXT REGULAR PLANNING COMMISSION MEETING IS WEDNESDAY,  
DECEMBER 9, 2020 AT 7:00 PM.**

#### **ADJOURN**

**D. Milles made a motion to adjourn the meeting at 8:22pm. S. Brooks seconds. Votes via roll call Ayes 4, Nays 0. Motion carried.**

  
Mike Willcoxen, Planning Chair

  
Kelly Wood, Clerk

