

Minutes of the Meeting of the Avon Township Planning Commission

April 25, 2012

Avon Township Hall (16881 Queens Road, Avon)

Call to Order: Chairman Mergen called to order the regular meeting of the Planning Commission at 7:30 P.M. in the Main Chamber of the Town Hall.

Pledge: Clerk Saupe led the Pledge of Allegiance.

Roll Call: Present – Gerry Kremers, Ken Mergen, Roger Nelson, Lowell Rushmeyer, and Stephen Saupe.

Approval of Agenda: Mergen moved to approve the agenda as presented. Rushmeyer second. All in favor. Motion carried.

Minutes: Rushmeyer moved to approve the minutes of the March 28, 2012 meeting. Kremers second. All in favor. Motion carried.

Public Hearings: *none*

Business:

- 1. Reduced Meeting Schedule** – at the last Supervisor’s meeting Mergen proposed reducing the number of meetings of the full Planning Commission because there often seems to be little business and the Town could save money. The Planning Commission chair and another representative could be at the Town Hall to answer questions, etc., if residents showed up unannounced. This proposal has surfaced in the past. After a prolonged discussion the consensus was to maintain the current monthly meeting schedule because: (a) there would be minimal savings to the Town; (b) now that we have a new Hall we should use it; (c) 12 of 15 of the past Planning Commission meetings involved walk-in or other scheduled business; (d) it might delay project approval for residents; (e) it might cause problems in coordinating hearings, etc., with the County; and (f) it is unfair to Planning Commission members to reserve the last Wednesday for a meeting when it might be canceled or not occur.
- 2. Planning Commission Policies** – Members agreed the current Planning Commission (PC) application was acceptable, though we will check the application form for the County Planning Commission for possible modifications. Saupe will edit and bring back a modified version for discussion. A description of the duties of the PC was briefly discussed and include: (a) making recommendations to the Supervisors concerning variances, CUP’s and IUP’s; (b) holding public hearings; (c) assisting the Supervisor’s with tasks as assigned; and (d) serving on the Joint Planning Commission (one member). Rushmeyer will email information from the County that may be helpful in formalizing the position description. Performance standards were also discussed. Planning Commission members are expected to: (a) attend meetings; (b) be on time for meetings and other scheduled activities; (c) participate fully in PC business; (d) be respectful to the public and other members; (e) have no “hidden agenda” or other personal reason to gain from participating on the board; and (f) expected to become familiar with appropriate Stearns County (i.e., 439), and Town (i.e., MOU) ordinances and planning documents. Terms are for three years. When there is an opening

for a position on the PC, it will be posted in February. All applicants, including existing members, who want to be considered for appointment to the PC must complete an application and submit it to the Clerk by the March Supervisor meeting. Candidates will be interviewed at the Qualification meeting in mid-March. At the April meeting, Supervisors review the applicants for the position and appoint (or reappoint) a member for a 3-year term. Terms begin with the April meeting. The Chair of the PC is selected at the April meeting.

3. **Ertl Interim Use Permit** – The County requested the Town to comment on a proposed Interim Use Permit (IUP) for Charles & Linda Ertl (17885 Upper Spunk Lake Road), for a vacation / private home rental. It will be five bedrooms with parking space for 10 vehicles. Rushmeyer indicated that the County has reviewed the proposal and this is a permitted use that doesn't require rezoning. The PC went through the findings of fact and concluded: (a) the proposal is consistent with existing Town ordinances; (b) there are no other Town standards, rules or requirements to be met, only County ones; (c) The proposal is compatible with future land use in the area; (d) Screening is not necessary; (e) There are no potential environmental impacts that are not already being considered by other ordinances; (f) The project will not generate excessive traffic; (g) the proposal conforms to the comprehensive plan; (h) the proposal will not negatively impact public services; and (i) no reclamation plan is required. The Planning Commission also considered criteria required for approving variances/IUP's and concluded that: (a) there is no excessive burdens on existing parks, schools, streets, and other public facilities; (b) the project is sufficiently compatible with or separated by distance or screening from adjacent agriculturally or residentially zoned or used land so that existing property will not be depreciated in value and there will be no deterrence to development of adjacent land; (c) the structure and site appearance will not have adverse effect upon adjacent properties; (d) the use is reasonably related to the existing land use; (e) the use is consistent with the purpose of Zoning Ordinance and Zoning District; (f) the use is not in conflict with the land use plan of the Township; and (g) the use will not create traffic hazards or congestion. Rushmeyer moved to recommend to the Supervisors that Avon Township takes no exception to the proposed IUP for Charles & Linda Ertl. Mergen second. All in favor. Motion carried.

Announcements:

1. **Joint Planning Commission Report** – Rushmeyer reported that the City proposed reducing the percentage of residents requiring approval for annexation from 60% to 51%. The motion failed on a 2 – to – 2 vote. The percentage remains at 60%. Township residents can no longer use the City compost site.

Adjournment: Kremers moved to adjourn the meeting at 8:10 P.M. Rushmeyer second. All in favor. Motion carried.

Next Meeting: The next meeting is May 30, 2012 at 7:30 PM.

Respectfully submitted,
Stephen Saupe, Clerk

Minutes amended & approved:

Ken Mergen, Chair

Date

Attest:

Stephen Saupe, Clerk

Date