

Minutes of the Meeting of the Avon Township Planning Commission

Corrected at August 26, 2020 meeting

May 27, 2020

Avon Township Hall (16881 Queens Road, Avon)

Call to Order: Chair LeRoy Gondringer called to order the meeting of the Avon Township Planning Commission at 7:00 PM in the Main Chamber of the Town Hall.

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – LeRoy Gondringer, Ken Mergen, Kamela Mohs, Rich Sanoski, and Stephen Saupe. Mohs recited and signed the oath of office.

Approval of Agenda: Discussions of fees for solar gardens and utility work in the road right-of-way (ROW) were added to the agenda. Mergen moved to approve the agenda as amended. Sanoski second. All in favor. Motion carried.

Minutes: Mergen moved to approve the minutes from the February 26, 2019 meeting as presented. Mohs second. All in favor. Motion carried.

Public Hearings: *none scheduled.*

Business:

- Zwilling Project** – Ms. Sandra Zwilling appeared to inquire about the process to develop some land in the UE zoning district (34601 Co Rd 155; PID 03.00955.0000). She (with others) own 119 acres near Budde Trucking that has three building credits. She is considering using one of the credits to split off a 2 – 4 acre parcel. She would restrict 36 – 38 of the remaining buildable acres from development. The PC recommended that Ms. Zwilling should start by working with the County to plat the property. The plat will likely require approval by the Joint Planning Board (JPB) because the parcel is in the UE area governed by the MOU. After the platting process is complete, she will likely work with the Town for the Construction Site Permit, septic permit, and so on. The Town will contact the City to see how much of the process they want to be involved with and to determine when the JPB should meet.
- Beckmann Variance** – Ms. Kayla Beckmann contacted the Clerk about a potential variance for a shed on her property on Nutcracker Lane. Even though this is a private road, because it is named means it still must follow all setback regulations. If she plans to build less than 93 feet from Nutcracker Lane, she will require a Township variance, and if less than 63 feet, she will need a variance from both the County and Township. Gondringer moved to recommend to the Supervisors to authorize a public hearing at the June meeting to consider a variance for the Beckmann's if they request it. Sanoski second. All in favor. Motion carried.
- Fees for Energy Projects** – These projects require much time investment by Town officials, as well as costly legal and other fees. It was suggested that a fee specifically for these projects should be established. The Town often has unexpected costs including fees for attorneys, engineers, and consultants. To minimize the financial liability to the Town, it was suggested that an escrow fund should also be established. Mergen moved to recommend to the Supervisors to establish a fee of \$1000 for commercial solar and wind projects to cover costs of the Conditional Use Permit (CUP), public hearing, recording fees, etc., and to require an escrow fund of \$5000 for unanticipated costs. The escrow funds would be paid contingent on approval of the CUP and that any money not used by the Township for related business would be

returned. Sanoski second. All in favor. Motion carried.

- 4. **Utility Work in the Road ROW** – recent work in Town road right-of-ways have suggested that it is necessary to establish rules and a permitting process to insure that the work is done to Township specifications. Sanoski moved to recommend to the Supervisors to explore creating an ordinance and fees for utility work in the road ROW. Mergen second. All in favor. Motion carried.
- 5. **Stearns County Survey** – tabled since the deadline for a response has passed.
- 6. **Comprehensive Plan** – no work has been done during the shelter-in-place order. It was recommended that we table this project until life returns somewhat to normal.

Old Business: To be considered at a future meeting: Road Maintenance Plan (include PC during road inspection); Vacating Peach Drive N.

Announcements/Reports:

- 1. **Elections** – the Primary and General Elections will be held at the Town Hall. The County will purchase protective screenings. The Clerk is recruiting Election Judges; one or two additional judges are required. Judge training will occur on online; judges who participate in training will receive a stipend (\$55 – see Fee Schedule). Mohs volunteered to serve as a judge.
- 2. **Queens Road** – this road will soon need to be resurfaced.

Adjournment: Mohs moved to adjourn the meeting at about 8:40 PM. Mergen second. All in favor. Motion carried.

Next Meeting: The next meeting is June 24, 2020 at 7:00 PM.

Other Meetings: Supervisor’s June meeting – June 3rd; Special Supervisor’s Meeting – June 10th.

Respectfully submitted,
Stephen G. Saupe Clerk

Signature: _____ date: May 30, 2020

Approval:

_____ date: _____
Planning Commission Chair – signature

Planning Commission Chair – print