

Minutes of the Meeting of the Avon Township Planning Commission

December 30, 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, Rich Sanoski, and Stephen Saupe.

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

Minutes: Mergen moved to approve the minutes from the November 25, 2020 meeting as presented. Sanoski second. All in favor. Motion carried.

Public Hearings: *none scheduled*

Business:

1. **Yurczyk Certificate of Compliance** – Ms. Lori Yurczyk appeared to request a Certificate of Compliance for a land split. The proposal was examined by the Planning Commission (PC). Sanoski moved to recommend to the Supervisors to approve the Certificate of Compliance for Robert & Loreli Yurczyk. Mergen second. All in favor. Motion carried.
2. **Blonigen Variance** – Mr. Craig Blonigen appeared at the meeting to request a variance to construct a 28 x 32 foot storage building on his property at 18732 367th Street. This building would be closer to both 188th and 368th than is permitted by current ordinance. After examining the plan, the PC determined that the structure wouldn't adversely affect the area. Gondringer moved to recommend to the Supervisors to set a public hearing at 7:15 PM on January 27, 2021 to consider a variance for Craig & Colleen Blonigen to construct a 28 x 32 foot storage building on their property at 18732 367th Street no closer than 35 feet to either 188th Ave or 367th Street. Mergen second. All in favor. Motion carried.
3. **PC Application** – An application was received from Mr. Craig Blonigen for an open position on the Planning Commission. Mr. Blonigen was interviewed but the PC recommends waiting until after the action on his variance request to take any action on his application to avoid any apparent conflicts of interest.
4. **Annual Meeting** – Since the Town Hall is not large enough to allow for social distancing by the anticipated number of participants during the Annual Meeting (March 9, 2021) the meeting will likely need to be virtual (*i.e.*, via Zoom). If so, the PC discussed several concerns: the Supervisors will need to pass a resolution designating that the meeting will be held by remote means; any change will need to be published (*10 days in advance*) and posted; written reports (*i.e.*, road report, Fire Chief, audit board) should be available on the website prior to the meeting; and we will need a plan for voting on the levy and other items. Voting options include continuing the meeting until the summer when it could be held outdoors and then residents could vote with distancing in-person, or by using the voting features in Zoom. The Clerk will determine if there is a deadline to submit the levy results that could affect scheduling a summer vote (*answer: end of September*).

- 5. **Parks Grants** – the DNR is offering a series of grants for outdoor recreation including playground equipment, trails, and natural areas. No funding needs in this area were identified for a possible grant submission.
- 6. **Local Road Improvement Program** – MNDOT funding is available for improving roads. This is the same program from which we received funding for resurfacing Norway Road. Several ideas were suggested for possible funding including resurfacing/rebuilding Queens Road, 355th, and Quaker Road. Given the relatively short lag time until the proposal is due, the PC recommends waiting until next year to apply.
- 7. **County Parkland Dedication** – The PC reviewed the draft document, “Procedure for Requesting County’s Parkland Dedication Funding,” and have no suggestions/recommendations at this time.
- 8. **Road Maintenance Plan** – The PC discussed a maintenance schedule for roads. The current status, location, and estimated traffic on the road were analyzed. The general decision was to focus on roads in the NW corner of the Town. The following repair schedule was suggested: 2021 – Two Rivers Road and 190th; 2022 – Kopyy & Lower Spunk Lane; 2023 – Red Oak Circle, 145th Ave, & 370th Street. It was suggested that Two Rivers should be done as a coordinate project with Holding Township. The Clerk will contact Holding Township to see if they are interested in working with us. In addition, 355th and Queens should be considered for an LRIP grant. The Schirmers road (Peach Drive N) is problematic since it serves as a driveway for one residence. The Town could initiate procedures to vacate this road by a vote of electors at the Annual Meeting, or by receiving a petition from at least eight residents who own land within three miles of the road. Breakaway mailbox posts should be installed with any project.
- 9. **Vacation Home Rental** – The County approved the IUP for a vacation home rental unit. The County adopted one of the Township’s recommendations (*5-year length*). Mergen received phone calls from a County Commissioner and two members of the County Planning Commission in response to the recommendation letter that the Township submitted concerning the IUP.

Adjournment: Mergen moved to adjourn the meeting at 8:52 PM. Sanoski second. All in favor. Motion carried.

Other Meetings: The next PC meeting is January 27, 2021 at 7:00 PM. The next Supervisor’s Meeting is January 6th.

Respectfully submitted,
Stephen G. Saupe, Clerk

Signature: _____

date: December 31, 2020

Approval:

LeRoy Gondringer, Planning Commission Chair – signature

date: _____