



REGULAR PLANNING COMMISSION MEETING MINUTES

April 10, 2025 7:00 PM

(Recorded for Transcription Purposes Only)

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Chair Dave Johnson called the meeting to order at 7:00 PM and the Pledge of Allegiance was said. Roll Call: Vickie Kettlewell, Terry Quick, Dave Skogen, Chair Dave Johnson, Board Liaison, Greg Bennett, Scott Hendrickson and Deputy Clerk, Colleen Putnam. The sign-in sheet is attached.

Agenda: Vickie Kettlewell moved to **approve the agenda**, seconded by Dave Skogen and the motion carried.

Minutes: March 13, 2025 PC Meeting amend/approve: Scott Hendrickson moved to **approve the minutes**, seconded by Vickie Kettlewell and the motion carried.

Public Input:

Luke Kirsch: Has property located at 1681 Harrison Drive, Brainerd with a pole shed on it but no house. Luke was asked to attend the PC meeting by the Town Board. There have been some complaints he is running a business out of the pole shed. Semi loads of wood have been seen at the property. He stated he does park his semi at that location on the weekends and also does repairs on his semi there. He stated any work done there is for his personal use. He has sons who also do repairs on their vehicles at that location. After further discussion the Planning Commission members stated they do not feel he is running a business at that location. Terry Quick moved to **recommend to the Town Board the Planning Commission members do not consider Luke Kirsch to be operating a commercial business in its current state at the property located at 1681 Harrison Drive, Brainerd MN but should an employee be added the status would change**, seconded by Scott Hendrickson. The question was called and the motion carried.

Correspondence Received: Cass County Permit Log – March 2025: There were 7 building permits for the month of March, 4 SSTS permits and 3 Shoreland Alterations.

Correspondence Sent: None

Reports:

Greg Bennett, Town Board Liaison: Items discussed at previous Town Board meetings:

1. Bodell Excavating will be the Township Road Contractor again.
2. Road salt will be mixed at the Town Hall next winter. Nothing will be at Hengel's.
3. Gull River Cemetery Association will be using the Town Hall on Friday, May 2nd for their meeting.

4. Bid for Road projects- the bids were lower so may add 33rd and 132nd.
5. Road Review: Will be held on April 12, 2025 at 8:00 am meeting at the Town Hall, with a backup date of April 26, 2025.
6. Greg met with Derek Anderson, Cass County Engineer, Bryan Drown, Township Engineer to discuss work on 36th Avenue, Maplewood, 132nd and 167th. Part of this is with the City of Baxter.

Previous Board Minutes: You received in your packets, please read them over for your information.

Old Business:

Comp Plan: Tabled for now. Need to work on the appendix section and get the numbers from the census if possible. Vickie stated she would look at Cass County's data and bring back to next month's meeting.

Sylvan Park: Nothing has changed since the last meeting. Items to be done this year are: picnic table, 2 benches, reseeding areas that need to be reseeded, populate the kiosk with information, possibly add to the kiosk a drop box to add suggestions and questions. The prescribed burn is still on, just no date yet.

Cass County STR Ordinance: The PC members looked over the items Dave Johnson had listed that were more stringent or not in our short-term rental ordinance. The PC went through Sylvan Township's Short-Term Ordinance marking where these changes should be made. This will be taken to the next Town Board meeting for the supervisors to look over. We will also look over the applications and compare the two.

New Business:

None

Other Business:

Auto or Motor Vehicle Reduction Yard Definition: In the SCO it states under definitions that a lot or yard where one or more unlicensed motor vehicles, or the remains thereof, are kept for the purpose of dismantling, wrecking, crushing, repairing, rebuilding, sale of parts, sale as scrap, storage and/or abandonment.

There was discussion regarding the resident that lives on Big Bear Trail who has multiple vehicles at his residence and states they are for his personal use. Dave stated he believes the resident would meet this definition and that it is not allowed in residential areas. It was suggested Greg take it back to the Town Board for further discussion. Greg stated the Township Attorney should attend the next joint meeting between the Town Board and Planning Commission to discuss this.

Annual Reviews:

None

Announcements: Read

Adjournment: Scott Hendrickson **moved to adjourn**, seconded by Terry Quick and the motion carried with the meeting being adjourned at 8:35 PM.

Minutes submitted by:

Colleen Putnam, Deputy Clerk

PC member Scott Hendrickson approved the minutes as presented, seconded by Vickie Kettlewell and the motion carried.

Date: 5-8-25