



PLANNING COMMISSION MEETING

August 16, 2018

Present: Mark Votava, Betsy Vance, Sean Flaherty, Ed Gorman, Mr. Del Miske, Supervisor Steve Ebner
Additional attendees: Mr. Dave Dupay

Call to Order:

Mr. Votava called the meeting to order at 7:00 PM.

Welcome:

Mr. Del Miske was welcomed as a new member of the planning commission

Approval of the Minutes

Mr. Gorman moved to accept the minutes. Seconded by Mr. Flaherty, the motion carried.

Vacation of Easements, Lot Line Adjustment on O’Ryan trail

The board has approved the lot line adjustment at 1499 O’Ryan Trail North, and the planning commission has been asked to review the request to vacate the drainage and utility easements along the previous lot line. Mr. Dave Dupay appeared to represent the homeowner, Mr. Andrew Hanson. The lot line adjustment does not impact the easements along the existing wetlands. The request is to either vacate in the entirety the drainage and utility easements along the previous lot line or move those easements to the new lot line. Mr. Dupay noted that the easements would most likely not be needed because of the topography of the lot. However, it is common practice to ensure that there are easements for drainage and utilities along the lot lines should they be required. Ms. Vance moved to recommend approval of the requested vacation, subject to establishment of new drainage and utility easements along the new lot line, and that the township attorney draft the deed for signature. Seconded by Mr. Gorman, the motion carried.

Record Keeping;

The planning commission discussed the transfer of files from Mr. Dupay. Mr. Votava will meet with Mr. Dupay to transfer the files remaining in his care. He also suggested that the clerk attend a planning commission meeting to review document retention requirements.

Autumn Run 3 Variance Appeal

Ms. Mary McGlynn Grant has submitted an appeal to the variances granted to the board for the Autumn Run 3 development. The board has requested the planning commission recommend three members for the review board and suggest a date for the appeal hearing. Mr. Votava recommend that Mr. Flaherty, Mr. Miske, and Mr. Gorman be recommended as the members to make up the review board and suggested September 20, 2018 at 7 PM as the hearing date. Seconded by Ms. Vance, the motion carried.

Planning Resource:

PLANNING COMMISSION MEETING

Mr. Ben Gozola is no longer with Sambatec, leaving Mr. James Robinson as the remaining community planner. Mr. Votava will reach out to get additional referrals to fill the role of professional planner to advise the planning commission and the township.

Comprehensive Plan Reviews:

Mr. Votava reported he has had feedback from Met Council, as already discussed, and the School District Board and MnDOT with no substantive concerns. Notices have been received from Washington County, Woodbury and Baytown of plans ready to be reviewed. Mr. Votava will distribute the links to the draft documents, and the planning commission will review each in turn, starting with Washington County.

Next Meeting:

The next meeting will be held September 20, 2018. Agenda items thus far include review of the Washington County Comprehensive Plan and discuss referrals for a professional planner.

Adjourn:

Mr. Gorman moved to adjourn the meeting. Seconded by Mr. Votava, the motion carried. The meeting was adjourned at 8:30 PM.

Respectfully Submitted,



Elizabeth A. Vance
Secretary