

Credit River Planning Commission and Township Board Meeting

Monday, March 15, 2021 6:00pm

Meeting Minutes

6:00PM: Call March 15, 2021 Planning Commission Meeting to Order, Roll Call

Board Members Credit River Townhall:

Chairman Kostik

Supervisor Schommer

Board Members Present via remote:

Supervisor Lawrence

Supervisor Howe

Members Absent:

Vice Chairman Novak

Others Present via remote:

Engineer Nelson, Attorney Ruppe, Planner Nash

Others Present at Townhall

Treasurer Hill

Deputy Treasurer LeVoir

Residents attending online: NA

Residents attending at town hall: 5

Roll Call

Chairman Kostik – Aye

Vice Chairman Novak – Not Present

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe - Aye

1. Approve or Amend Agenda

Motion to approve agenda as written – Supervisor Howe

Second – Supervisor Schommer

Roll Call

Chairman Kostik – Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe – Aye
Motion Passed: 4-0

2. **Consent Agenda** Those items on the Planning Commission Agenda which are considered routine or non-controversial are included as part of the Consent Agenda. Unless a Planning Commission member specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed on the agenda under Old Business.

No items on Consent Agenda

3. Public Hearings

1) Preliminary Plat – Creekside at Territory (CN)

Township staff is still reviewing plans and not making a recommendation at this time.

Resident comment provided via email from Mark Siemers (March 10, 2021) was discussed.

Chairman Kostik opened floor for comments from the Planning Commission.

- Supervisor Schommer noted the Township already has *Creekside Cr.*
- Supervisor Lawrence noted concerns regarding confusion of new development Creekside at Territory with Territory.

Chairman Kostik opened floor for comment from residents directly involved.

- Ted Kowalski provided feedback.

Chairman Kostik opened floor for comment for general township residences.

- Mike Robin provided feedback regarding walking trails and park system.
- Derek (last name not clear) provided feedback of concerns regarding location of septic systems.

Motion to close the public hearing for Preliminary Plat – Creekside at Territory: Supervisor Schommer
Second: Supervisor Lawrence

Roll Call

Chairman Kostik – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye
Motion passed: 4-0

2) Interim Use Permit at 19811 Dakota Avenue – Home Extended Business (CN)

Resident at 19811 Dakota Ave would like to open a sewing shop on the property in a current building already on the property. Township staff is recommending approval subject to conditions.

Resident Lisa Lavin email from March 7, 21 addressed questions regarding traffic, disturbance of peace and machinery emissions.

Chairman Kostik opened floor to Planning Commission members for comment.

- Supervisor Lawrence thanked the residents for requesting the conditional use permit.

Chairman Kostik opened the floor to resident comments at town hall.

- Kimberly Nilsen, owner of property, discussed the business of the individual seeking to obtain permit and purchase the property.

Chairman Kostik opened the floor to resident comments via online meeting.

- Travis Evanson & Darrell (applicants) indicated that they want to be complaint with their contract sewing business. They discussed how business operates.

Vice Chairman Novak joined via online.

**Motion to close Public Hearing for Interim Use Permit at 19811 Dakota Avenue – Home Extended Business: Supervisor Schommer
Second: Supervisor Lawrence**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak - Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye
Motion passed: 5-0**

**Motion to approve interim use permit for 19811 Dakota Avenue: Supervisor Lawrence
Second: Supervisor Schommer**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak - Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye
Motion passed: 5-0**

3) Variance – Permit a home without platting and without sufficient frontage on right of way – PID # 049330050 (CN)

Planner Nash discussed the requested variance. Township staff is not making a recommendation on the variance request, however, has some recommended conditions if the board would like to approve the variance.

Chairman Kostik opened the floor for Planning Commission member comment.

- Supervisor Lawrence reminded the board of previous discussion regarding this property.
- Supervisor Schommer discussed right of way and easement location.
- Planner Nash discussed resident comments received via email from Paul Jacobus and Chad Lunder.
- Supervisor Schommer questioned if the County would need to be involved in the road connection. Chairman Kostik does not believe there would be a connection to the county road.
- Supervisor Lawrence discussed the previous property owner and how they did not get assessed for the recent road project.

Chairman Kostik opened the floor to resident comment from residents at the town hall.

- Resident Paul Jacobus provided comment.

Chairman Kostik opened the floor to resident comment from online residents.

- Resident requested information regarding where road would connect.

**Motion to close Public Hearing Variance – Permit a home without platting and without sufficient frontage on right of way – PID#049330050: Supervisor Schommer
Second: Supervisor Howe**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak - Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye
Motion Passed – 5-0**

Engineer Nelson provided comment on potential road connections and provided comment on drainage.

Supervisor Lawrence requested more time to review.
Supervisor Howe requested more information to review.

The discussion on the Variance Request to permit a home without platting and without sufficient frontage on right of way – PID#049330050 was tabled until the next Planning Commission Meeting pending further information from Township Staff for Planning Commission review.

3) Amendment to Zoning Ordinance – Solar (CN)

Planner Nash presented information pertaining to private home solar systems and related amendments to the zoning ordinance.

Chairman Kostik opened the floor to resident’s comments to the solar ordinance.

- Online comment regarding HOA terms and enforcement.

Motion to close the public hearing on the Amendment to Zoning Ordinance - Solar:

Supervisor Schommer

Second: Vice Chairman Novak

Roll Call

Chairman Kostik – Aye

Vice Chairman Novak - Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe – Aye

Motion Passed: 5-0

Board discussed specifics regarding the amendment to the zoning ordinance – solar.

Motion to recommend approval of Amendment to Zoning Ordinance – Solar with noted changes: Supervisor Schommer

Second: Vice Chairman Novak

Roll Call

Chairman Kostik – Aye

Vice Chairman Novak - Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe - Aye

Motion Passed: 5-0

4. New Business

1) Discussion on Accessory Dwelling Units

Planner Nash discussed accessory dwelling units and provided examples of permit requests that do not currently meet the ordinance of 800 square feet and use by more than just

family members. Town board will consider changes to the ordinance. Discussion is tabled until a future board meeting.

5. Adjourn Planning Commission meeting

Motion to Adjourn March 15, 2021 Planning Commission meeting:

Supervisor Lawrence

Second: Vice Chairman Novak

Roll Call

Chairman Kostik – Aye

Vice Chairman Novak – Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe - Aye

Motion Passed: 5-0

Following Adjournment of Planning Commission meeting – Call March 15, 2021 Town Board Meeting to Order, Pledge of Allegiance

Board Members Credit River Townhall:

Chairman Kostik

Supervisor Schommer

Board Members Present via remote

Supervisor Howe

Supervisor Lawrence

Vice Chairman Novak

Others Present via remote

Engineer Nelson, Attorney Ruppe, Planner Nash

Others Present at Townhall

Treasurer Hill

Deputy Treasurer

Residents attending online: NA

Residents attending at town hall: 2

1. Approve or Amend Board Meeting Agenda

Chairman Kostik added 4.3 South Passage Sand Memo

Motion to approve agenda with changes – Supervisor Lawrence

Second Supervisor Howe

Roll Call

Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe - Aye
Motion Passed: 5-0

- 2. Consent Agenda** Those items on the Board Agenda which are considered routine or non-controversial are included as part of the Consent Agenda. Unless a Board member specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed on the agenda under Old Business.

- 1) Resolution # 2021-05 -- Interim Use Permit at 19811 Dakota Avenue – Home Extended Business (CN)**
- 2) Ordinance # 2021-04 -- Amendment to Zoning Ordinance – Solar (CN)**
- 3) Proposed Lakeville Comprehensive Plan Amendment for Authentix (CN)**
- 4) Proposed Lakeville Comprehensive Plan Amendment for 2040 Land use (CN)**
- 5) Feb 16, 2021 Board of Audit Minutes**

Motion to approve consent agenda: Supervisor Lawrence
Second: Supervisor Schommer

Roll Call

Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe - Aye
Motion Passed: 5-0

- 3. Open Forum** The public forum is intended to afford the public an opportunity to address concerns to the Board. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Board may discuss but will not take formal action on public forum presentations.

Chairman Kostik requested if any residents had items for Open Forum, hearing none, Open Forum was closed.

4. Old Business

- 1) Stonebridge CSTS Rate Hearing (DH)**

Deputy Treasurer LeVoir presented the Stonebridge CSTS 2021 Budget.

Chairman Kostik opened the Stonebridge CSTS Rate Hearing.

Hearing no further comments, a motion was requested to close the Stonebridge CSTS Rate Hearing.

**Motion to close the Stonebridge CSTS Rate hearing: Supervisor Schommer
Second Vice Chairman Novak**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe - Aye
Motion Passed 5-0**

**Motion to approve Resolution 2021-06 Adopting Stonebridge CSTS Rate Increase to
\$130/mo: Supervisor Lawrence
Second: Supervisor Howe**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe - Aye
Motion Passed: 5-0**

2) Country Court Swing set Replacement (BL)

Supervisor Lawrence presented quotes received for the Country Court swing set replacement.

**Motion to approve the Country Court swing set replacement up to \$4,500: Supervisor
Lawrence
Second Supervisor Schommer**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye
Motion Passed: 5-0**

3) South Passage Sand Memo

Chairman Kostik reviewed the memo from Engineer Nelson stating SD contractor does not meet the insurance requirements of the township.

Motion to enter into agreement with SD Contracting with amendments: Supervisor Schommer
Second Supervisor Lawrence

Roll Call

Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe - Aye

5. New Business

- 1) NONE

6. Road Report

- 1) Spring Load Limits

Engineer Nelson discussed Road Weight Limits.

Motion to Approve Resolution 2021-07 Resolution authorizing the posting of weight limits on township roads: Supervisor Lawrence

Second: Supervisor Howe

Roll Call

Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye

7. Engineer's Report

- 1) 2021 Overlay Project

Motion to Approve Resolution 2021-08 declaring the official intent of Credit River Township to reimburse certain expenditures from the proceeds of improvement bonds to be issued by the township for the 2021 Overlay Project; 2021-09 resolution approving plans and specifications and ordering advertisement for bids for the 2021 Overlay Project; 2021-10 resolution declaring costs to be assessed and ordering preparation of proposed assessment and notice of assessment hearing for the 2021 Overlay Project: Supervisor Howe
Second: Supervisor Schommer

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

2) France Boulevard and France Court Project

**Motion to Approve Resolution 2021-11 declaring the official intent of Credit River Township to reimburse certain expenditures from the proceeds of improvement bonds to be issued by the township for the France Court Project; 2021-12 resolution approving plans and specifications and ordering advertisement for bids for the France Court Project; 2021-13 resolution declaring costs to be assessed and ordering preparation of proposed assessment and notice of assessment hearing for the France Court Project: Supervisor Lawrence
Second: Vice Chairman Novak**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

3) Towering Oaks Curve and Towering Oaks Trail Project

**Motion to Approve Resolution 2021-14 declaring the official intent of Credit River Township to reimburse certain expenditures from the proceeds of improvement bonds to be issued by the township for the Towering Oaks & Towering Oaks Trail Project; 2021-15 resolution approving plans and specifications and ordering advertisement for bids for the Towering Oaks Curve & Towering Oaks Trail Project ; 2021-16 resolution declaring costs to be assessed and ordering preparation of proposed assessment and notice of assessment hearing for the Towering Oaks Curve and Towering Oaks Trail Project : Supervisor Schommer
Second: Supervisor Lawrence**

Roll Call

**Chairman Kostik – Aye
Vice Chairman Novak – Aye
Supervisor Lawrence – Aye
Supervisor Schommer – Aye
Supervisor Howe – Aye**

8. Treasurer Report

9. Clerk's Report

10. Town Hall

11. Review and Pay Bills

Motion to approve claims to be paid: Supervisor Howe

Second: Vice Chairman Novak

Roll Call

Chairman Kostik – Aye

Vice Chairman Novak – Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye

Supervisor Howe – Aye

Motion Passed: 5-0

Check number	Vendor	Date	Amount	Comments
Paid Chk# 1000056E	NUVERA COMMUNICATIONS INC	1/31/2021	\$651.17	Nuvera Telephone
Paid Chk# xxxxx	XCEL ENERGY	1/31/2021	\$12.56	Acct#51-6509820-6 St. Francis
Paid Chk# 1000058E	MVEC	1/31/2021	\$982.97	Electric
Paid Chk# 1000057E	CENTERPOINT ENERGY	1/31/2021	\$115.26	Town Hall Gas
Paid Chk# 1000059E	ANCHOR BANK	1/31/2021	\$60.00	January Bank Fee
Paid Chk# 1000060E	NUVERA COMMUNICATIONS INC	2/28/2021	\$650.95	Nuvera Telephone
Paid Chk# 1000061E	XCEL ENERGY	2/28/2021	\$24.70	Acct#51-6509820-6 St. Francis
Paid Chk# 1000063E	MVEC	2/28/2021	\$1,009.13	Electric
Paid Chk# 1000062E	CENTERPOINT ENERGY	2/28/2021	\$149.84	Town Hall Gas
Paid Chk# 1000064E	ANCHOR BANK	2/28/2021	\$60.00	January Bank Fee
			<u>\$3,716.58</u>	

12. Adjourn

There being no further business before the Town Board, a motion to adjourn was heard.

Motion to Adjourn the March 15, 2021 Planning Commission and Board Meeting: Supervisor Lawrence

Second: Supervisor Howe

Roll Call

Chairman Kostik – Aye

Vice Chairman Novak – Aye

Supervisor Lawrence – Aye

Supervisor Schommer – Aye
Supervisor Howe – Aye
Motion Passed: 5-0

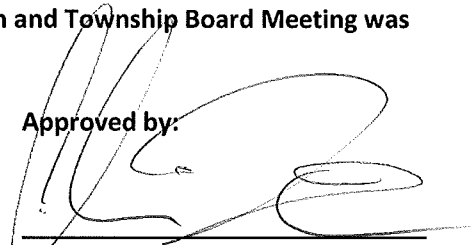
The March 15, 2021 Credit River Planning Commission and Township Board Meeting was adjourned at 9:17 pm.

Recorded by:



Karen Donovan
Clerk-Credit River Township

Approved by:



Chris Kostik
Chairman- Credit River Township