

Royalton Township Working Planning Commission Meeting Minutes
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10 August 2021
Approved

6:30 p.m., 10 August 2021, Chair Leslie Orvis convened the Royalton Township working planning commission meeting with members Jeff Schlaeger, Priscilla Schneider, Duane Swanson, and Gary Valvoda present.

Daniel Berkness was present to distribute a survey from Hancock Surveying, dated 10 August 2021, of the proposed subdivision identified as Lot #2 of PID 29.0244.001 for Bill Saumer. Commission members commented on the need for the identification of lot number and PID on the survey. Extended discussion occurred on the sites of the soil borings as shown on the survey. Soil boring site #2 is only five feet from the property line, which is too close to assure that a proper system can be constructed. With those exceptions, commission members saw no problem with the proposed subdivision.

Chair Orvis noted that the board had directed the commission to review and draft a list, with timelines, of required permits, etc. There was much uncertainty exactly what the board wanted in this direction. Members agreed that this list should include 1) land split approval, if appropriate, with two soil boring sites showing acceptable septic locations; approval by town zoning administrator, planning commission and board; 2) site permit, approved and signed by town zoning administrator; 3) driveway permit (if off town road and determined to be necessary), approved and signed by town zoning administrator; 4) culvert permit (if off town road and determined to be necessary), approved and signed by town zoning administrator; 5) building permit approved and signed by town building inspector; 6) septic permit, approved and signed by town septic administrator. In addition, a notation that parcels in the shorelands district require approval of Pine County planning, zoning, and solid waste department for items 1, 2, and 6, with items 3, 4, and 5 to be received and filed by the township. For shorelands parcels, the township requires a building permit in addition to the site permit issued by the county. Clerk Swanson was directed to draft this document for further review.

Commission members discussed a possible fee for large commercial septic permits, distinct from the existing fee for smaller residential and business parcels. Pine County charges a flat \$500 for SSTS systems Types IV-V. The possibility of charging a percentage fee of the projected cost of the system was proposed as an alternative to the flat fee. Would this be fairer to all applicants? The commission needs input from the septic administrator before making a recommendation.

The proposed change to the easement clause in the zoning ordinance was postponed until the input of Zoning Administrator John Kemen could be received.

Elements of a proposed agreement with Justin and Marta Asher regarding an older mobile home were discussed. It was agreed that the town should have a list of requirements before it involved counsel in the drafting and approval of an agreement. Elements of such an agreement should include: 1) site permit must be approved by town zoning administrator; 2) trailer must be approved by the town zoning administrator before placement on property; 3) SSTS must be approved by town septic administrator and permit issued; 4) trailer absolutely must be removed at the end of the five year period without recourse for extension; removal should include any materials connected with the trailer, including, but not limited to, deck, additions, foundation blocks, skirting; 5) the possibility of legal costs incurred to be borne by applicants.

LO____ JS____ PS____ DS____ GV____

Other items discussed included making the lock box outside the town hall more secure and the possible updating of the comprehensive plan of 2009. The commission will await direction from the board before proceeding on either of these issues.

At 8:00 p.m., the meeting concluded.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Leslie Orvis, Chair/Member

Jeff Schlaeger, Member

Priscilla Schneider, Member

Gary Valvoda, Member