

Royalton Township Board Meeting - Planning Commission Minutes
March 25, 2025 – 7:00 p.m.
6052 Royalton Road, Braham, MN 55006

Chair Jessica Johnson called the meeting to order at 7:08 p.m.

Members present were Jessica Johnson, Gary Valvoda, John Graham, and Doug Stanger. Also present were John Kemen, Zoning Administrator and Amy Thompson, Septic Inspector. Absent Member was Gordy Nordby. Members of the public were present.

Motion by Member Graham to approve the agenda as presented with the addition of the Kemen Land split added to the new business. Second by Member Valvoda. Motion carried 4-0.

Motion by Member Valvoda to approve the Minutes of the February 25, 2024 regular commission meeting. Second by Member Johnson. Motion carried 4-0.

Motion by Member Stanger to approve the Minutes of the March 3, 2025 working commission meeting. Second by Member Valvoda. Motion carried 4-0.

OLD BUSINESS

Ordinance Violations & Facility and Information Security Policy

In reviewing the newly drafted zoning ordinance it appears there is sufficient policy around ordinance violations to warrant removing this task/topic. Further discussion needed as to if an information security policy should be written.

Zoning and Cannabis:

Couri & Ruppe has provided the first rough draft for the commission to review. There were several questions about changes and or inserts between both the commission and the attorney that will be reviewed at the next working meeting. The zoning administrator has been working closely with the attorney on rezoning to include a new district. The public did request to be allowed to participate with questions at the next working meeting, if the board approves that will be allowed. The planning commission is going to request approval from the board to request legal counsel to join the next working meeting to assist with questions on working thru the updates in the zoning ordinance in hopes for a possible public hearing by the end of next month for the amended zoning ordinance. The board did approve and member Johnson will reach to Couri & Ruppe to confirm availability for April 8th working meeting.

MN Building Code Removal

The board advised the planning commission the desire to train or hire an inspector to assist the community and township in meeting the MN Building code vs removing the code from the zoning ordinance.

NEW BUSINESS

Kemen Land Split

A survey was provided and reviewed and determined to meet all requirements within the zoning ordinance. Planning commission agreed to pass to the board for review and approval.

Amending Zoning Ordinance

The last amendment or update was August 27, 2019 and in reviewing the performance standards for cannabis and short term rentals it was determined the zoning ordinance should be updated due to the several areas including definitions required updates. Additionally there have been multiple drafted ordinances for Campgrounds and short term rentals that were recently approved by the board for public hearings. With so many updates Couri & Ruppe has agreed to write the updated zoning ordinance.

Amending Zoning Map

Zoning administrator Kemen has been working with Couri & Ruppe on developing an additional district to assist with performance standards and allow the township to better manage business such as short term rentals, adult uses and cannabis related businesses. Administrator Kemen is also requesting a public hearing on the drafted zoning districts and map. The map is being updated with legal description.

Upcoming Meetings:

The next working meeting will be on Tuesday April 8th at 6:30pm

Public hearing; Commission is proposing Tuesday April 29th at 6:00pm pending board approval and public notices.

The next regular planning commission meeting will be Tuesday April 29, 2025 at 7:00 p.m.

With no further business, at 7:26p.m. Member Stanger motioned to adjourn the meeting. Second by Member Graham. Motion carried 4-0.

Respectfully Submitted,

Gary Valvoda, Member

Jessica Johnson, Chair/Member

John Graham, Supervisor/Member

Gordy Nordby, Member

Doug Stanger, Member