



CASCADE
--- TOWNSHIP ---

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CASCADE TOWNSHIP, OLMSTED COUNTY
PLANNING COMMISSION MEETING MINUTES
DECEMBER 20, 2016

Call to Order: 7:02 pm by Chairperson Dean Hegrenes

Roll Call: Commission Members Present: Dean Hegrenes, Cheryl Adolphson, David Derby, John Friederichs

Pledge of Allegiance

Attendees: Cascade Town Board: Arlen Heathman, Cascade Assistant Clerk Sara Rudquist

Agenda Announcement and Review

Approval of Minutes: The minutes from the November 15, 2016 meeting were briefly discussed. A motion to approve the minutes was made by John Friederichs and seconded by David Derby. All voted in favor, and the motion passed.

Call to Audience: no response

Continuing Business:

No Planned Items from TCPA at this month's meeting

Update From Town Board and Lawsuit Status – Dean Hegrenes summarized the recent developments, namely that the next step is mediation between the Town Board and Wilmar Investments. Supervisors Sieck and Laures are the mediation representatives for the Board. If the two groups can agree on conditions for a mining operation, there will not be a trial. Rezoning is likely. All five Supervisors need to agree to the conditions.

Status of: CUP 16-03 -- The final process of document recording at Olmsted County Records is underway. The TCPA and will return a copy of filed document to the Cascade Township Clerk as soon as they receive the documents from that filing,

Friederichs Forest – no news at present, February meeting will have updates.

Salley Hill – nothing new at present, current deadline is June 29, 2017, which is the result of a 180-day extension requested by Developer and granted by the Board.

Follow-up Regarding Review of Minutes and Documents Pertaining to R. Loken Property (Concern in Salley Hill Hearing Part II) – Commissioner Hegrenes provided the results of his search through entire Town Board and Planning Commission history for correspondence, minutes, and legal agreements between the Salley Hill developers and Mr. Loken especially those regarding his access to a roadway. Three copies will be placed as follows: one into the original Salley Hill plat file, one into the Salley Hill replat file, and one into the Planning Commission files with the minutes of tonight's meeting.

Update on Subdivision Ordinance Work / Plan / Schedule - Commissioner Derby has no report at this time to avoid any appearance of conflict of interest. Ordinance work will resume after Friederich's Forest Subdivision Plat is finalized and approved.

Work Plan for CUP Reviews – The Commissioners discussed the various Conditional Use Permits (CUP)s in Cascade Township and how they should be reviewed. A draft letter for

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reviews and a summary spreadsheet of the CUPs were discussed. Because this is a somewhat new process for Cascade Township, Commissioner Adolphson moved and John Friederichs seconded a motion to send CUP review request letters in January 2017 (after the Town Board reviews the letters at their January meeting) to CUP 01-01, CUP 03-01 and CUP 2006-01. The responses to these letters will be reviewed at the February 21, 2017 Planning Commission meeting.

All voted in favor, and the motion passed.

New Business:

Upcoming Continuous Improvement Items (including CUPs) / Related Classes – Commissioner Hegrenes, Supervisor Laures, Clerk/Treasurer Wilson, and Assistant Clerk Rudquist attended a day long class on Continuous Improvement. It was valuable and provided some tools for processes, products, legal requirements, measurements for improvement, etc. May be applicable to our efforts for CUP reviews.

Known Upcoming Activities:

- Salley Hill Re-plat Application 180 Day Extension for Completion by 06/29/2017
- Friederichs Forest Final Plat Application
- Possible Rezone and CUP Activity from Lawsuit Negotiations
- Organizational Meeting in April 2017
- Terms Expiring in 2017:
 - Commissioner 3, Term expires April 2017 – John Friederichs
 - Commissioner 4, Term expires April 2017 – Dean Hegrenes
 - Commissioner 5, Term expires April 2017 - (Board Rep.) Gary Sieck
- Additional Interest, Officers, Reappointments Considerations
- Planning Commission Policy – Any Updates? (Quorum, Attendance, Interim, Other)
- Do we need to look at an emergency member to meet quorum requirements?
Commissioner Hegrenes offered to consult MAT for legal advice.

Round-the-Table:

Next meeting will be February 21, 2017.

Second Call to Audience:

No response

Adjournment: Motion made by Commissioner Friederichs to adjourn, seconded by Commissioner Derby. All voted in favor, the motion passed, and the meeting adjourned at 8:42 pm.

Submitted: Cheryl Adolphson, Scribe

Cheryl Adolphson, Scribe

Dean Hegrenes, Planning Commission
Chairperson