

**CASTLE ROCK TOWNSHIP
PLANNING COMMISSION REGULAR MEETING
October 27, 2014 @ 7:00 p.m.**

Approved

The Regular meeting of the Planning Commission of Castle Rock Township was held on Monday, October 27, 2014 at 7:00 p.m. Present were Drea Doffing, BOS Chair acting as Presiding Officer, Jeff Partington, Jon Juenke, Gerald Larson, Mary Ann Enggren, and Barbara Lang. Also present were Harlan Radman, Charlie Radman, Ray & Lorinda Harstad, Stein Bruch, and Mark Henry.

Drea Doffing called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

APPROVE AGENDA:

- **MOTION: Gerald Larson/Jon Juenke made a motion to approve the Planning Commission agenda. 5 ayes. Motion carried.**

CONSENT AGENDA REVIEW / APPROVE:

- PC 8-26-14 Public Hearing Minutes
- PC 8-26-14 Regular Meeting Minutes

MOTION: Jon Juenke/Gerald Larson made a motion to approve both minutes from the August 26, 2014 meetings. 3 ayes: Jon Juenke, Gerald Larson, Jeff Partington. 2 abstain: Barbara Lang and Mary Ann Enggren. Motion carried.

- PC 9-22-14 Regular Meeting Minutes

MOTION: Barbara Lang/Gerald Larson made a motion to approve the September 22, 2014 minutes. 3 ayes: Gerald Larson, Barbara Lang, Mary Ann Enggren. 2 abstain: Jeff Partington and Jon Juenke. Motion carried.

REVIEW / APPROVE:

- **MOTION: Jon Juenke/Mary Ann Enggren made a motion to approve the Building Permit Application for a new residence at 26520 Akron Ave for Stein Bruch. 5 ayes. Motion carried.**
- **MOTION: Gerald Larson/Jeff Partington made a motion to approve the Ag Building Permit Application for Leroy Jacobson at 3000 245th St E. 5 ayes. Motion carried.**

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

- Discuss approval process for moving a house onto 1941 225th St W, Lorinda Harstad
Drea Doffing contacted the Township Attorney for guidelines, and Barbara Lang has contacted the Building Inspector for guidelines and information required to proceed with this project. Drea explained that a Conditional Use Permit application will need to be submitted for the Planning Commission and Board of Supervisors to review, and a Public Hearing will need to be held. The Township will require copies of all Road Authority permits that will need to be obtained for the haul routes that will be used. Their contractor who will be moving the house should be familiar with these requirements. In addition, the Township will need the address for the location where the house is currently standing and the Building Inspector is required to do a pre-move inspection. Mrs. Harstad indicated that the existing farm house will be demolished after the new house is moved in. Drea explained that they will need to file for a demo permit and the required demo escrow or Letter of Credit in the amount of \$10,000 needs to be in place to ensure that the old building is removed in a timely manner once the new house is in place and a Certificate of Occupancy is issued. Barbara Lang summarized the permits that will be required in addition to the pre-move inspection: Moved house fee, foundation permit, plumbing and mechanical permits, and electric (that would be handled by their electrician). The Harstads will work

with the Town Clerk, and if they proceed, the Conditional Use Permit will be reviewed at the November Planning Commission Meeting.

- Discuss field access driveway permit, 1825 270th St E, Harlan Radman

The location where Mr. Radman would like the field access driveway is less than what the Township setback requirements are from the adjacent property line. He and his son are going to review and re-measure the area to see if they can relocate the access driveway to avoid applying for a Variance with the Township. They will contact the Town Clerk once they make their decision.

Barbara Lang explained the two handouts that the Planning Commission members were given regarding a new checklist from our Building Inspector for Post Frame Construction buildings (pole sheds), and also a summary of the MN State Building Code regarding the definition of an agricultural building.

Drea Doffing informed the Planning Commission that arrangements are being made for all Planning Commission members and all Board Supervisors to have a training class with Troy Gilchrist, one of the Township Attorneys, to provide additional education on zoning and ordinance issues. The class will most likely be on a Wednesday or Thursday evening in early to mid-December.

MOTION: Gerald Larson/Jon Juenke a motion to adjourn. 5 ayes. Motion carried.

Meeting adjourned at 7:40 p.m.

Respectfully submitted,
Barbara Lang, Town Clerk

Attest: Jon Juenke, Chair Castle Rock Planning Commission
Drea Doffing, Chair Castle Rock Board of Supervisors