

**Village of Baldwin
Planning Commission
May 17, 2021
Regular Meeting Minutes
(approved)**

CALL TO ORDER

Roll Call: Jane Allison called the Meeting to order at 7:02 PM at the Baldwin Village offices with commissioners:

Present: Jeremy Anderson, Clyde Welford, Jane Allison, Nate Barker, Clarence Vicent

Absent: Tamara Pore', vacancy

Village Staff Present: Robert Toland, Village Planner/Zoning Administrator

Acknowledgment of Visitors: None

GENERAL BUSINESS

Approval of Agenda: A motion to approve the agenda was offered by Nate Barker and supported by Clyde Welford. Motion carried.

Approval of Minutes: A motion to approve the minutes of **April 19, 2021, as amended**, was offered by Clyde Welford and supported by Nate Barker. Motion carried.

Communications: None

PUBLIC COMMENT

None

COMMISSIONER'S COMMENTS

None

PUBLIC HEARING

A. None

OLD BUSINESS

Master Plan Update – The required 63 days for adjacent jurisdictions to review and comment on the Master Plan is nearly expired without any response. The public hearing has been set for June 21, 2021. The Master Plan is part of the requirement to become a "Redevelopment Ready Community" and the RRC best practice evaluation criteria include a few things that should be addressed in the Master Plan. Therefore, it is the intention of the Planning Commission to add the following items:

1. A section that identifies strategies for priority redevelopment areas.

2. Referencing complete streets
3. A detailed Zoning Plan showing how the categories on the future land use map relate to the districts on the zoning map
4. Incorporate implementation actions, timelines and responsible parties based on the determined goals.

An outline of changes from the current Master Plan will be prepared for the public hearing.

- A. Recreation Plan** – The guidelines from the MDNR for local Recreation Plans were reviewed and drafts of the first three sections of the Plan were distributed.
- C. Wellhead Protection Plan Implementation** – Following discussions with Fishbeck it was determined that there should be a final wrap-up presentation to a joint meeting of Village Council and Planning Commission sometime in the next few months.
- D. St. Ann's Church** – It was suggested that this item be removed from the agenda because there has been no further contact from the applicant.

NEW BUSINESS

- A. Tiny Homes** – There was discussion about reducing the allowable square footage of dwellings in the R-3 High-Density Single-Family Residential District so that tiny homes could be allowed in that zoning district. The size of accessory buildings on parcels with tiny homes should be less than the square footage of the dwelling. It was suggested that some design aspects could be required like porches.
- B. Paving Surfaces** – It was determined that in the Industrial and C-2 zoning districts, crushed asphalt and pavers could be used as a surface material in parking lots. A motion to hold a public hearing on June 21, 2021, was offered by Clyde Welford and supported by Jeremy Anderson. Motion carried.
- C. Dukes Auto Sales** – The Village has been contacted by a design consultant on behalf of the owners to submit a revised site plan once the two parcels are combined into a single parcel.

ADJOURNMENT

A motion to adjourn was offered by Jeremy Anderson and supported by Clarence Vicent. Motion carried. Meeting adjourned at 8:24 PM.

Meeting Schedule: The next regular meeting is scheduled for June 21, 2021, at 7:00 P.M.

Respectfully submitted,
Robert Toland, Village Planner
for
Tamara Pore', Secretary