

**Village of Baldwin
Planning Commission
August 18, 2025
Meeting Minutes
(preliminary)**

CALL TO ORDER

Roll Call: Jane Allison called the Meeting to order at 7:00 PM at the Baldwin Village offices with commissioners:

Present: Jane Allison, Mary Moffitt, Jeremy Anderson, Pam Anderson, Tamara Pore', Harold Nichols

Absent: Angela Johnson

Village Staff Present: Robert Toland, Zoning Administrator/Planner

Visitors Acknowledgment: None

GENERAL BUSINESS

Approval of Agenda: A motion to approve the agenda (as revised) was offered by Harold Nichols supported by Jeremy Anderson. Motion carried.

Approval of Minutes: A motion to approval the minutes of the meeting on **July 21, 2025**, was offered by Jane Allison supported by Tamara Pore'. Motion carried.

Communications: Webber Township has provided the village with a copy of their proposed Master Plan for comment. It was agreed that Bob would review the information and respond. He will provide commissioners with copies of the map and any other information he feels is important.

PUBLIC COMMENT

None

COMMISSIONER'S COMMENTS

None

PUBLIC HEARING

None

OLD BUSINESS

Master Plan Update – The Planning Commission discussed several parts of Chapter 7 Community Development and Housing and Chapter 8 Land Use Component. The census information was from 2010 and not 2020. Pg. 64 – Need more current data than 2013 info supplied. Remove information on cleaning a tiny home that is unnecessary. Also, we need more current figures on cost to maintain a standard home. Pg. 68 – Can not say “single wide” manufactured home is not allowed. Needs a rewrite, zoning is by size. If there is an increase in

the width of homes, it eliminates the single wide but would also exclude tiny homes. May want to change the zoning in all areas except R-4 area to this standard. It was decided to leave wording as is since there have not been any requests for single wide trailers within the village. Pg. 73 – Change wording in 2nd paragraph to say, “would always allow 2nd story of buildings” instead of current wording “would be to allow the 2nd stories.”

It was then decided a complete rewrite of the Master Plan should be completed. Starting now will give the Planning Commission until the end of 2026 to complete the rewrite.

A motion to initiate a complete update to the 2021 Master Plan update was made by Jane Allison supported by Pam Anderson.

Zoning Board of Appeals – The ZBA needs new members. Dani Gardner has resigned so the Village Council will have to appoint another regular member. However, Harold would like to appoint more than 3 regular members if State law allows that.

Training for Planning Commissioners – There was general discussion about the roles of the Planning Commission, Village Council, Zoning Administrator, Zoning Board of Appeals, etc. Planning Commission handles

- Site Plan Reviews in commercial areas
- Special Land Use
- Rezoning of Land
- Zoning Amendments
- Writing of Master Plan and Capital Improvement

NEW BUSINESS

US-10/Washington Rezoning of Residences – There was considerable discussion about the potential rezoning of residential properties on US-10 east to the village limits. Some of the existing residential properties there could be rezoned residential leaving vacant, commercial and dilapidated properties commercial. Harold offered to identify each parcel to change to residential. Once that is decided a letter should be sent to those residents advising them of that possibility.

Village Boundaries – A map and other material was presented to the Planning Commission for informational purposes illustrating the confusion that has existed for 100 years concerning parcels being bisected by the boundary line between Webber Township and the Village. Extremely small lots on the north side of town need to be changed, hopefully to run along property lines because as it is now, a very small portion of the lots are in the township while the remainder of the property is in the village. The first step is to verify if the lines are correct. This topic should be included in the Master Plan.

ADJOURNMENT

A motion to adjourn was offered by Pam Anderson and supported by Jeremy Anderson. Motion carried. Meeting adjourned at 8:47 PM.

Meeting Schedule: The next regular meeting is scheduled for September 15, 2025, at 7:00 P.M.

Respectfully submitted,
Tamara Pore'