

Helga Township
Special Combined Meeting of Township Board of Supervisors
And Planning Commission - Ordinance Update
April 14, 2016

PRESENT: Don Clay-Chairman, Supervisors; Jim Lyle-Vice Chair, Dale Berglund, Jeff Schussman, Clerk-Sue Adkins

Planning Commission members; David Horn, Brian Fulk, Teri Westin

Meeting called to order, 7:00 pm, Pledge of Allegiance recited

Tower Request:

An email was read and discussed regarding AT & T adding a microwave dish to an existing cell tower, at 49356 229th Ave, Bemidji.

Motion made by Jeff Schussman, to approve the 8' dish on the tower at 229th Ave & 98, **Seconded** by Don Clay, **motion carried.**

Sue will respond to the email to let them know it is approved.

Ordinance Draft:

The draft ordinance was reviewed. Troy Gilchrist has sent an outline of the process to complete the ordinance revision, which was handed out.

The part of the ordinance pertaining to signs was discussed at length

Topics:

- Off premise signs
- Illumination of signs
- Signs exceeding 24 square feet, on a state highway, was added to the "Conditional Uses"

Fee Schedule:

It was discussed that the fee schedule needed updating.

- Sign permit fee removed
- Building permit fee should be \$50
- The allowance to waive the driveway fee if it is with a land use permit was removed. The driveway fee will remain \$50 at all times

The fee schedule will be placed on the website.

Motion made by Don Clay, to change the fee schedule to remove signs, retain a \$50 driveway fee and remove the- waive, the land use will be \$50, **Seconded** by Teri Westin, **motion carried.**

Training:

A legal training is being offered in Detroit Lakes.

Motion made by Jeff Schussman that Don Clay and David Horn attend the RN seminar on Friday April 29th, in Detroit Lakes. The township will pay for mileage, food and cut a check for \$149 each for the training, **Seconded** by Teri Westin, **motion carried.**

Draft to Gilchrist:

Motion made by Don Clay, to send the revised draft to Troy Gilchrist to rewrite, **Seconded** by Jeff Schussman, **motion carried.**

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Adjourn Meeting:

Motion to adjourn made by Jeff Schussman, **Seconded** by Don Clay, **motion carried.**

Meeting adjourned at 8:34 pm.

Respectfully Submitted,

Susan Adkins, Clerk

Donald Clay, Board Chairman

David Horn, Planning Chairman