

Oronoco Township Planning Advisory Commission  
Meeting Minutes  
August 19, 2024

**I. Call to Order**

The meeting was called to order by Chair Paige Collins at 6:02 PM.

**II. Pledge of Allegiance**

I pledge allegiance to the Flag, of the United States of America, and to the Republic for which it stands, one Nation, under God, indivisible, with liberty and justice for all.

**III. Roll Call**

Last	First	Present	Absent	
Albrecht	Rich	X		TCPA Rep
Berg	Lori	X		
Collins	Cindy	X		
Collins	Paige	X		Chairperson
Matzke	Tammy	X		Township Board Rep
Rucker	Adam	X		Vice-Chair
Smith	Angela	X		
Koenig	Lynn	X		Special Projects
Staton	Jered	X		TCPA
Ruppe	Bob			Twp Attorney

**IV. Approval of Meeting Agenda**

Tonight's meeting agenda was reviewed. Motion to approve the meeting agenda was offered by Ms Berg, seconded by Ms Smith. Motion carried.

**V. Approval of Meeting Minutes**

The meeting minutes from the July 15, 2024 meeting were not available for approval. They will be approved at the September 16 meeting.

**VI. TCPA Update**

Mr Albrecht reported they are still working on the bylaws. There has been some discussion on Article 5 regarding using Roberts Rules of Order vs Basic Parliamentary Procedure. Mr Staton volunteered to send this information to OTPAC since we aren't familiar with Basic Parliamentary Procedure. They are

also eliminating Article 9 regarding public hearings. TCPA doesn't hold public hearings; they are done at the Township level. Due to this elimination, Article 10 will now become Article 9. It is being sent out again for approval.

Mr Staton has now presented the Memorandum of Understanding to all the townships. Not many of the Townships are in favor of it and what the County has put together. Because of this, TCPA will write a new ordinance. This will need to be approved by the DNR and once approved, TCPA would become the administrator rather than the County.

Mr Albrecht mentioned that they also discussed Township right-a-way permits and the new proposed cannabis ordinance proposed by the County. Mr Albrecht noted that is also on our OTPAC agenda tonight.

**VII. Public Hearings**

a) Text Amendment – Article 6

Mr Staton presented our proposed text amendment changes in Article 6. The primary change is adding a feedlot condition of ½ mile for newly created RA, R-1, and R-2 districts. After further discussion, we also made changes to bring statements regarding group homes and religious facilities more current.

Chair Collins opened the public hearing. With no one wishing to be heard, Ms Matzke made a motion to close the public hearing. Seconded by Ms Collins. Motion carried. After some brief additional discussion, Ms Collins made a motion to recommend approval of the Article 6 text amendment. Ms Smith seconded. Motion carried. This will now go on the September Town Board meeting for final approval.

**VIII. Old Business**

a) Ms Berg inquired where we are at with T&M. Mr Staton mentioned that had an onsite visit to the facility. The bathrooms are in compliance with the building drawings. He also mentioned that the loft area is not set up as living quarters, it has a patio table and a few chairs on it. In addition, they are working to get the septic put in and fix the grading issues.

**IX. New Business**

a) None

**X. Discussion Items**

a) Cannabis Regulations – Chair Collins recapped a discussion at the most recent Olmsted County Planning & Zoning Commission meeting regarding a proposed Olmsted County Text Amendment O2024-001TA to incorporate cannabis regulations into the zoning ordinance. Upon input from Mr Staton and additional discussion, everyone agreed that the proposed County regulations aren't conservative enough. Mr Staton is going to do some additional research and put together

new wording, using the County proposal as a basis. These changes will include revising Section 2.02 Definitions and creating a new “interim use” in Section 4.02 and other sections as required. When ready, our text amendment review committee can review the wording in order to bring it forward for a public hearing.

- b) River Conservation District – some time was spent putting together thoughts / ideas on what an RCD would/should look like. This includes things such as lake access, development density, coverage area, developable space, etc. Chair Collins will take an initial stab at defining what this district will look like.
- c) Animal Unit Regulations in Housing Developments – this item was postponed to another meeting
- d) Tiny Homes / VRBOs – Chair Collins reminded everyone of the information previously provided by Ms Collins and Ms Matzke. Chair Collins will take an initial stab at putting together some initial thoughts/wording and send it on to the review committee for additional wordsmithing.
- e) Shouses – there was brief discussion on Shouses. Ms Smith offered to look up information in order to give us a place to start.

**XI. Open Forum**

Nothing raised.

**XII. As May Be Brought Up by Members**

Chair Collins recapped the list of future discussion items that was put together from tonight’s discussions. That list includes:

- Special Districts
- Side Yard / Backyard Setbacks
- “Mother-in-law” accommodations
- Mobile Home Parks (including resident notifications)
- Open Space Definition

**XIII. Adjournment**

Motion for adjournment was offered by Ms Smith, seconded by Ms Berg. Motion carried. Meeting was adjourned at 8:33 PM.

Respectfully submitted,

Paige Collins  
Chair

Officers:	Chair	Paige Collins	(2026 – term expiration)
	Vice-Chair	Adam Rucker	(2026 – term expiration)
Commissioners:	Member	Rich Albrecht	(2025 – term expiration)
	Member	Lori Berg	(2027 – term expiration)
	Member	Cindy Collins	(2025 – term expiration)
	Member	Angela Smith	(2027 – term expiration)
	Member	Tammy Matzke	(Town Board representative)
Other:		Lynn Koenig	(Special Projects Administrator)