

**CITY OF STARBUCK
PLANNING COMMISSION
REGULAR MEETING ON TUESDAY, SEPTEMBER 6, 2022
9:00 A.M.**

Chair:	Michelle Knutson	Deputy City Clerk:	Tiffany Holten
Vice-Chair:	Rich Anderson	Council Liaison:	Gary Swenson
Commissioners:	Bonnie Rasche	City Clerk/Treasurer:	Joan Kerkvliet
	Tom Asmus		
	Brett Bowser		

Minutes – 10/11/2022

- **ORGANIZATIONAL BUSINESS**
 - Call to Order – Roll Call – Meeting Called to Order by Chair Knutson at 9:02 AM.
All Present.
 - Approve Agenda – Motion to Approve the Agenda.
 - **Motion by Bowser, Second by Asmus. Motion carried 5-0.**
 - Approve of Minutes from previous meeting:
 - Regular Meeting – August 2, 2022
 - Motion to Approve the Minutes. **Motion by Anderson, Second by Bowser. Motion carried 5-0.**
- **ANYONE WITH BUSINESS BEFORE THE BOARD**
 - Jan Payne and Dean Jelen – First item under old business
- **OLD BUSINESS**
 - Request to Install a Paver Patio with Retaining Wall – 208 N Main St
 - Dean Jelen & Jan Payne, representing the Old Fire Brewing Company, presented their plans for a paver patio on the south side of the building located on 208 N Main St (Parcel 27-0435-000). As discussed at the August Meeting, the proposed site area for the paver patio is located on a dedicated alleyway with existing utilities. This patio is necessary in order for the Old Firehall Brewing Company to meet ADA Compliance and to provide for a proper entrance to their place of business. Their tentative goal is to have the brewery operating by Spring of 2023. Mr. Payne stated that CenterPoint Energy has given them verbal permission to build a paver patio over their natural gas line. Mayor Swenson asked that Mr. Payne ask for a letter from CenterPoint Energy that has their written consent to do so and provide it to the City. The Commission would like to wait to make any decisions on this until the City receives legal advice from the City Attorney on how to proceed.
 - Motion to Table Further Discussion until City Attorney Legal Opinion is Received. **Motion by Bowser, Second by Asmus. Motion carried 5-0.**

- Final Subdivision Plat Review – Lakeshore Parcel # 27-0538-000
 - As discussed at the August 2nd Meeting, Tom and Kris Goracke, property owners, have requested to subdivide their lakeshore property, Parcel # 27-0538-000, and sell 65 feet of lakefront amounting to .07 acres to their neighbors who are lacking accessibility with their current shoreline. A Public Hearing will take place at 6:35PM on September 12th at the Starbuck Community Center to discuss the proposed subdivision.
 - Motion to Make Recommendation to the City Council to Approve the Final Subdivision Plat for Lakeshore Parcel # 27-0538-000. **Motion by Rasche, Second by Bowser. Motion carried 5-0.**
- Airport Garage Update
 - Mayor Swenson provided the Commission a brief update on the proposed building(s) at the Airport. No definite plans are in place at this time, with more updates to come.
- Discuss Potential CD³ Waterless Cleaning Station Location at Marina
 - Deputy Clerk Holten explained the nature of this request. Water/Sewer Superintendent Randy Peterson would like to move the existing cleaning station that is located near the Hobo Statue near the east entrance to the Starbuck Marina to an area near the marina's south public boat launch. The proposed location is a marshy area that may need MnDNR approval in order to do so. Deputy Clerk Holten will consult with the MnDNR to determine if their approval is needed.
- **NEW BUSINESS**
 - Review/Revisit Issued Conditional Use Permits
 - Chair Knutson led discussion on the reviewal of all Conditional Use Permits (CUP) throughout the city that still have outstanding issues:
 - **Beachside RV Park – 624 S Main St:** Per the condition of the CUP that was granted to Beachside RV Park on July 18, 2017, a privacy fence must be constructed along the adjacent residential properties at the expense of the developer. This privacy fence still has not been placed on the property.
 - **Jacob Sanders – 513 N Main St:** The City still has not received a business plan from Mr. Sanders for his store front business as well as potential auto repair shop as requested as the December 7, 2021, Planning Commission Meeting.
 - **Greg & Brian Peterson – 507 North Main St:** The City still has not received a completed business plan for Mr. Peterson's plans to operate a used car sales business. The CUP that was granted in November 2020 was to be revisited 24 months from the date of the completion of Mr. Peterson's state licensure.
 - The Commission determined that the City Attorney must get involved and asked Deputy Clerk Holten & City Clerk/Treasurer Kerkvliet to ask the attorney for advice on how to proceed with these outstanding CUPs.
 - Motion to Make Recommendation to the City Council, contingent on City Attorney's advice, to Revoke the Conditional Use Permit issued to Beachside RV Park if the required privacy fence has not been erected by May 1, 2023. **Motion by Bowser, Second by Rasche. Motion carried 5-0.**

- Discuss Lean-to Addition to North Building of Wastewater Plant – PID# 27-0619-000
 - Deputy Clerk Holten presented plans to construct a 16' by 50' Lean-to Addition to the North Building using salvaged sheet metal from the City Wastewater Plant that was torn off due to the May 2022 storm. Water & Sewer Superintendent Peterson is seeking bids for this project.
 - Motion to Approve the Request to Build a Lean-to Addition to North Building of the City Wastewater Plant. **Motion by Bowser, Second by Anderson. Motion carried 5-0.**
- **REPORTS & ANNOUNCEMENTS**
 - Approve Building Permits (ST-22-40 through ST-22-50) – Motion to Approve the Building Permits. **Motion by Bowser, Second by Knutson. Motion carried 5-0.**
- **NEXT MEETING DATE: Tuesday, October 4, 2022**
- **ADJOURNMENT** – Motion to Adjourn the Meeting at 10:25AM. **Motion by Rasche, Second by Bowser. Motion carried 5-0.**

Respectfully Submitted,

Tiffany Holten

Deputy City Clerk