

**CITY OF STARBUCK  
PLANNING COMMISSION  
REGULAR MEETING ON WEDNESDAY, NOVEMBER 4, 2020  
9:00 A.M.**

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Chair:	Jill Hansen	Deputy City Clerk:	Tiffany Boysen
Vice-Chair:	Michelle Knutson	Council Liaison:	Gary Swenson
Commissioners:	Bonnie Rasche	City Treasurer:	Joan Kerkvliet
	Tom Asmus		
	Rich Anderson		

**Minutes - Draft**

- **ORGANIZATIONAL BUSINESS**
  - Call to Order - Roll Call - **Called to Order at 9:00am by Hansen. All Present**
  - Approve Agenda - Motion to Approve the Agenda with the addition of elections for the termed positions. **Motion by Knutson, Second by Anderson. Motion Carried 5-0.**
  - Approve Minutes from the October 6th meeting - Motion to Approve the Minutes. **Motion by Knutson, Second by Asmus. Motion Carried 5-0.**
  
- **ANYONE WITH BUSINESS BEFORE THE BOARD**
  - Greg & Brian Peterson - first item in old business.
    - With Brian Peterson absent, Greg Peterson spoke on his future goals and use for the empty lot north of his bakery. He was asking for the approval of his conditional use permit application to sell used cars on this lot.
  
- **OLD BUSINESS**
  - Discuss owner's conditional use permit application to sell used cars in empty lot of 507 North Main St (North of Bakery) in the BD district - Motion to make recommendation to the City Council to approve the condition use permit application on the following terms:
    - Contingent on the completion of state licensing
    - Valid for a 24 Month Term from the date of completion of state licensure. It must be revisited by the Planning and Zoning Commission and City Council upon completion of 24 month term for the approval of a permanent conditional use permit.
    - Maximum of 8 vehicles on lot
    - Lawn care and lot is maintained per city ordinance
    - Completed Business Plan
    - Limit of 1 sign on lot
      - **Motion by Anderson, Second by Knutson. Motion Carried 5-0.**

- Discuss the E 10th St Classification.
  - Pope County classifies E 10th St and E 11th St as two separate roads. However, we have the 10th St sign on the road that the county recognizes as E 11th St, and there is not a sign on the intersection between parcel 27-0596-00 and 27-0592-00 on the road that the county lists as E 10th St - Motion to make recommendation to the city council to approve the reclassification of E 11th St to 10th St and E 10th St to a Vacated Alley with Pope County. **Motion by Anderson, Second by Rasche. Motion Carried 5-0.**
  
- **NEW BUSINESS**
  - Election of Upcoming Termed Positions - Motion to Confirm the Appointments of the Jill Hansen as Chair with a term ending January 2024 and Michelle Knutson as Vice-Chair with a term ending January 2024. **Motion by Anderson, Second by Asmus. Motion Carried 5-0.**
  
- **REPORTS & ANNOUNCEMENTS**
  - Approve Building Permits - Motion to approve Building Permits dated 10/06/2020 through 10/31/2020. **Motion by Knutson, Second by Anderson. Motion Carried 5-0.**
  
- **Next Meeting Date: Tuesday, December 1st, 2020**
  
- **ADJOURNMENT** - Motion to Adjourn the Meeting at 10:05am. **Motion by Hansen, Second by Anderson. Motion carried 5-0.**