

CITY OF
Starbuck
PLANNING COMMISSION

REGULAR MEETING ON TUESDAY, MARCH 12, 2024
9:00 A.M.

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

MINUTES – Approved 4/02/2024

○ **ORGANIZATIONAL BUSINESS**

- Call to Order - Roll Call – Chair Knutson called the meeting to order at 9:00 AM.
- Approve the Agenda – Motion to Approve the Agenda. **Motion Rasche, Second by Asmus. Motion carried 5-0.**
- Approve of Minutes from previous meeting:
 - Regular Meeting – February 6, 2024
 - Motion to Approve the Minutes. **Motion by Asmus, Second by Knutson. Motion carried 5-0.**

○ **ANYONE WITH BUSINESS BEFORE THE BOARD**

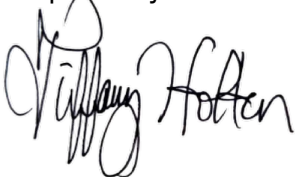
○ **OLD BUSINESS**

○ **NEW BUSINESS**

- Discuss Variance & CUP for the Starbuck Marina Lighthouse – Parcel # 27-0615-000
 - The Commission reviewed the rough plans for the Proposed Starbuck Marina Lighthouse Relocation Project. The old lighthouse, located on the northern side of the Marina Lighthouse (in Hobo Park), was destroyed and swept into Lake Minnewaska on May 12, 2022, as a result of a tornado that impacted our community. The proposed location is located within the Shoreline District and is partially within the F-1 Flood Plain area. A Conditional Use Permit is required for the excavation work needed and the amount of fill that will be brought in to build the proposed 25-foot lighthouse. The City is seeking a variance for the height of the structure as the maximum structure height allowed for water-oriented structures per the City Code is 10 feet (Chapter 156 – Shoreland Regulations Section 5.22 (B1)). There will be a navigational beacon positioned over 15 feet in height so that it can be visible to boaters on Lake Minnewaska as they are safely navigating to the Starbuck Marina at dusk. The City Council approved a \$100,000 construction budget for this project at its February 13, 2023, meeting, and they recently approved a bid with Ferguson Brothers Excavation for the initial dirt work. The City has received approximately \$53,000 in funds from insurance claim proceeds and FEMA, and Mayor Swenson has recently been in contact with the family of Harold Meyer that has shown interest in building the new lighthouse. Harold Meyer built the original Starbuck Marina Lighthouse in 1982 along with the famous “shoe-fly” in the Lakeshore City Park, and his family members would be honored to have the opportunity to build/design the lighthouse very similar to the original in Harold Meyers Memory. Deputy Clerk Holten stated that the proposed lighthouse would also be built on a cement foundation/base that will be much more stable. The City will need to complete the project by January 8th, 2025, to avoid the risk of forfeiting \$ 25, 532.94 in FEMA funding.

- Motion to Approve the Variance & CUP as Presented for the Starbuck Marina Lighthouse – Parcel # 27-0615-000. **Motion by Bowser, Second by Asmus. Motion carried 5-0.**
- Discuss Lakes Area Enrichment Center Daycare Inspection Request – 500 John St
 - Lakes Area Enrichment Center (LAEC), formerly Kingdom Kids, based in Glenwood, MN, has requested a building inspection at their new proposed location at 500 John St. Minnewaska Areas Schools owns the building and operates their W.I.N. Academy at this location, and they have leased out a portion of the facility to accommodate to LAECs needs. Starbuck City Zoning Approval & a satisfactory building inspection report is required for LAEC to receive their state issued license needed to operate by their anticipated re-opening date of April 1, 2024, at their new Starbuck location. The program will be using 3 classrooms in the school and will provide care for up to 76 children (Ages 6 weeks-12 years). The Commission agreed that the proposed daycare operation aligns with the existing use of the property and would like to welcome Lakes Area Enrichment Center to Starbuck.
 - Motion to Approve the Request to Operate a Daycare at 500 John St (Parcel # 27-0519-001). **Motion by Rasche, Second by Bowser. Motion carried 5-0.**
- **REPORTS & ANNOUNCEMENTS**
 - Approve Building Permits (#ST-24-03 to #ST-24-08)
 - Motion to Approve the Building Permits – **Motion by Knutson, Second by Bowser. Motion carried 5-0.**
 - Discuss Commissioner Vacancy – Letter(s) of Interest/Schedule Interview
 - One letter of interest was submitted by Cody Blevins who lives in Starbuck, MN. Deputy Clerk Holten asked the Commission when they would like to invite Mr. Blevins in for an interview, and Commissioner Rasche asked Chair Knutson and Vice-Chair Bowser if they would be willing to meet with Mr. Blevins prior to the April 2nd Regular Meeting. Chair Knutson and Vice-Chair Bowser agreed to that and will schedule a time with Mr. Blevins.
- **NEXT MEETING DATE: Tuesday, April 2nd, 2024**
- **ADJOURNMENT** – Meeting Adjourned at 9:30 AM. **Motion by Bowser, Second by Knutson. Motion carried 5-0.**

Respectfully submitted,



Tiffany Holten

Deputy City Clerk