

**Planning and Zoning Commission  
City of Starbuck, Minnesota  
Minutes for Tuesday, March 4, 2014  
City Hall at 9AM**

Meeting called to order by Chairman Wayne Norby.

Role Call:

**A. Members Present:** Wayne Norby, Bon Rasche and Gary Swenson.

**B. Others Present:** Mike Moen, City Council Liaison and Andrea Swenson, City Clerk/Treasurer

**C. Guests Present:** Dick Dreher, Executive Director, Pope County HRA/EDA;  
Bruce Bakewell

**D. Agenda**

Request by Ms. Swenson to add “ Residential/Farm District Zoning” to the agenda under New Business. Motion by Ms. Rasche to accept amended agenda, seconded by Mr. Swenson . No discussion. Motion passed unanimously.

**E. Minutes**

Motion made by Ms. Rasche to accept the minutes for February 4, 2014, seconded by Mr. No discussion. Motion passed unanimously.

**F. Anyone With Business Before The Board**

Executive Director Dick Dreher of the Pope County HRA/EDA appeared before the Commission and requested approve of the building permit for the next phase of the Bay Meadows project. The permit has been reviewed and approved by the city building inspector. Some minor changes have been made to the building plans such as expanding the depth of the garage units by two feet from 18 feet to 20 feet. The new plans still are within the footprints approved previously. Plans were to start building the third week of March but due to weather and lack of available equipment a later start date is likely. A motion to approve the building permit was made by Mr. Swenson and seconded by Ms. Rasche. No discussion. Motion passed unanimously.

Mr. Dreher also updated the Commission on the status of talks to move the RV Park, proposals for a hotel in Starbuck, and some other ideas for development that the city needs to really start looking at with the goal of an overall development plan for the city and the ramifications for the city of those plans in terms of infrastructure and costs.

Ms. Swenson also advised the Commission on a request from MNDOT as to whether the city would be interested in selling the airport property and building a new and better airport elsewhere near the city.

All of the above prompted the Commission to schedule a working session. After a brief discussion a motion was made by Ms. Rasche to schedule a a work session for the Commission on Tuesday March 18, 2014 at 9:00AM, seconded by Chairman Norby. Motion passed unanimously.

## **G. Old Business**

Ms. Swenson updated the Commission on the status of Miller Drive on the north side of town. After review of the pertinent legal documents and a discussion with the City Attorney it has been decided to not rename the street because it is a private drive to which variances have been granted to the

adjacent property owners for access and also requires the property owners to share the cost of maintenance of the private drive. The city is not responsible for maintenance beyond Moore St and will not maintain Miller Drive north of Moore St. in the future as it had been. It was suggested that the city notify property owners on Miller Drive of this change in practice.

Ms. Swenson also updated the Commission on the status of the water and sewer line that extends from 9<sup>th</sup> St. into the Corson Addition which was put in by Mr. Corson and according to prior agreement there were ten conditions that had to be met before the utilities would be tied into the city utilities and making the city responsible for maintenance. Mr. Corson has yet to complete two of the ten conditions. A letter informing him of this is being sent to Mr. Corson and placed in the file.

Ms. Swenson also updated the Commission on the status of the city property between the Wesen and Johnshoy businesses. Mr. Johnshoy has decided that he has no interest in the property so it has been sold to Mr. Wesen for the costs involved. The property behind Merkins that the Depot Society and Shalom Church had an interest in has been split and deeded to them.

Ms. Rasche gave the Commission an update on her work on the validity of the city ordinances. She has some additional research to do and then will request at our next meeting that a work session be set up to make a final determination on what actions need to be recommended to the City Council for approval and action.

## **H. New Business**

## **I. Reports & Announcements**

Since the February 4, 2014 meeting the following permit applications have

been reviewed, approved and permits issued (after fee paid) to the following persons and are available for public inspection at the City Offices:

02/03/14	Disrud, Karen & Wetzel, Larry	Residential
02/03/14	Peterson, Darrin & Joy	Residential
02/03/14	Burginger, Bram & Alissa	Residential
02/14/14	Jorgenson, Jeremy	Residential

A work session is scheduled for Tuesday, March 18, 2014 at 9:00AM.  
Next Commission meeting date will be at City Hall at 9AM, Tuesday,  
April 1, 2014.

### **Adjournment**

Motion made by Ms. Rasche to adjourn, seconded by Mr. Swenson. No discussion. Motion passed unanimously.