

**Planning and Zoning Commission
City of Starbuck, Minnesota
Minutes for Tuesday, February 3, 2015
City Hall at 9:00AM**

Meeting called to order by Chairman Wayne Norby.

Roll Call:

A. Members Present: Wayne Norby, Dave Gunderson, Steve Aaberg, Bon Rasche and Tom Spychalla.

B. Others Present: Gary Swenson, City Council Temporary Liaison and Andrea Swenson, City Clerk/Treasurer

C. Guests Present: None

D. Agenda

Request by Ms Swenson to add agenda item under New Business; discuss the new city website. Request by Mr. Norby to add agenda item under Old Business: discuss Secretary Position. No other additions or corrections. Motion by Mr. Aaberg to accept agenda, seconded by Mr. Gunderson. Motion passed unanimously.

E. Minutes

Motion by Mr. Gunderson to approve the minutes of the January 8, 2015 regular meeting, seconded by Mr. Norby. No discussion. Motion passed unanimously.

F. Anyone with Business before the Board

None

G. Old Business

Mr. Norby offered the position of Secretary to Tom Spychalla. Tom Spychalla accepted the position. Motion by Mr. Gunderson to accept Tom Spychalla as Secretary, seconded by Mr. Aaberg. Motion passed unanimously.

The commission reviewed the new Fence ordinance as presented by City Attorney Tom Jacobs'. A discussion was held and Mr. Norby and Mr. Gunderson sketched an example of the General Fence Regulations and Provisions. Motion by Mr. Norby to approve the new fence ordinance. Seconded by Mr. Aaberg. Motion passed unanimously.

The commission reviewed and discussed the Starbuck City Zoning Map and Ms. Swenson asked if there should be any further changes. It was requested that there be adjustments to I-1 in the South East quadrant. It was discussed that part of I-1 be changed to M-1 and another section of I-1 be changed to R-1. Motion by Mr. Gunderson to approve the changes to the zoning map, Seconded by Mr. Aaberg. Motion passed unanimously.

J & H Building The only other zoning concern came from Ms Swenson in regards to the old J & H building. Ms. Rasche informed the council that a conditional use permit was previously approved by the city council for this property.

Comprehensive Plan – Ms Swenson updated the commission on her research into the comprehensive plan. Ms. Swenson advised that she feels we need financing to begin, as well as the guidance of a professional financial planner. She added that she has spoken to other cities who have used financial planners and was given the following names:

Bolton Mink

WSA

Ehlers & Assoc.

Motion by Mr. Norby to ask the City Council for financial support in the \$8,000-10,000 range to start the plan. Seconded by Ms. Rasche. Motion passed unanimously.

H. Clerks Report/Update

Ms. Swenson advised that the City website is still under construction. Corbin Corson gave his O.K. to use the Domain name and she should have the rights to it soon. Ms. Swenson advised that each City department will have access to their area and will be able to make updates as needed. Motion by Mr. Gunderson to appoint Bon Rasche as the Planning and Zoning Rep to work with and update the city website once it is up and running. Seconded by Mr. Aaberg. Motion passed unanimously.

I. New Business

Ms. Swenson reported that the Starbuck Dairy Queen is requesting to move their inside walk in freezer to the outside of the building. This is a 6 x 10 freezer. The owner is wondering how close he can go to the property line. Ms. Swenson recommended that we check to see how much noise the freezer makes. Ms. Rasche asked about any security issues. Mr. Gunderson asked where the freezer will be re-located to. After a

discussion we agreed that we will need to see a plan or drawing showing details and then discuss at a later date.

J, Reports & Announcements

Since the January 6, 2015 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 Office:

1/8/15	Steve Aaberg	Residential
1/15/15	Stan McDonald (M. Dinsmore)	Residential
1/30/15	Curtis Lang (Ken Knutson)	Residential

Motion by Mr. Gunderson to accept and approve the above permits, seconded by Ms. Rasche.

Next Commission meeting date will be at the city hall at 9 AM, Tuesday March 3, 2015

Adjournment

Motion made by Ms. Rasche to adjourn, seconded by Mr. Aaberg. Motion Passed unanimously