

**CITY OF STARBUCK
PLANNING COMMISSION
REGULAR MEETING ON TUESDAY, APRIL 5, 2022
9:00 A.M.**

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

Agenda – Approved 5/03/2022

- **ORGANIZATIONAL BUSINESS**
 - Call to Order - Roll Call – Called to Order by Chair Knutson at 9:01 am. All Present.
 - Approve Agenda - Motion to Approve the Agenda. **Motion by Bowser, Second by Anderson. Motion carried 5-0.**
 - Approve of Minutes from previous meeting:
 - Regular Meeting – February 1, 2022
 - Motion to Approve the Minutes. **Motion by Bowser, Second by Asmus. Motion carried 5-0.**
- **ANYONE WITH BUSINESS BEFORE THE BOARD**
 - Brian Kabat – Site Acquisition Consultant with Kabat Consulting Inc. for Buell Consulting, Inc.
 - First item under new business
- **OLD BUSINESS**
- **NEW BUSINESS**
 - Discuss a Conditional Use Permit for a Proposed 99-foot Verizon Wireless Telecommunications Tower – 413 Hope St (Parcel # 27-0624-006)
 - Brian Kabat, Site Acquisition Consultant with Kabat Consulting presented plans for a Proposed 99-ft Verizon Wireless Telecommunications Facility. This facility would be made up of 3 additional sectors that will provide 4G LTE mid-band coverage within a 5-mile radius from the tower. Mr. Kabat anticipates 5G coverage to roll out within the next decade. Deputy City Clerk Boysen noted that City Airport Engineer, Sheila Krohse with Bolton & Menk, Inc. verified the proposed tower is located in Zone C of the Starbuck Airport Safety Zone which has an airspace elevation of 1291.20. The proposed tower elevation is 1265.20 so it will not penetrate the airport airspace. Mr. Kabat stated that the facility will not be built without the approval of federal regulatory agencies including the Federal Aviation Administration (FAA). The Commission agreed that there is a definite demand for greater coverage as technology is ever evolving and voice and data services are needed more and more.
 - Motion to make Recommendation to the City Council to Grant the Conditional Use Permit to Allow for a Proposed 99-foot Verizon Wireless Telecommunications Tower on 413 Hope St (Parcel # 27-0624-006). **Motion by Bowser, Second by Anderson. Motion carried 5-0.**

- Final Subdivision Plat Review – 700 West 6th St (Parcel # 27-0622-000)
 - Matt Katzenmeyer submitted a letter requesting the City to waive the requirement in Subdivision Regulations Chapter 153.53 & 153.54 that requires all buildable lots to be connected to water and sewer services. The interested buyer, Casey Boutain, plans to use the property for dock and lift storage for his business Glacial Lakes Recreation. Mr. Boutain currently owns property just south of the parcel of discussion and holds a valid license agreement with the City of Starbuck that grants him access to his adjacent property through the abandoned railroad bed that abuts Parcel # 27-0622-000 southern property line.
 - Motion to make Recommendation to the Council to approve the Final Subdivision. **Motion by Bowser, Second by Knutson. Motion carried 5-0.**

- Review Alcohol Beverage Ordinance - Business Regulations Chapter 111.31 (F)
 - Deputy Clerk Boysen explained that the ordinance currently reads: “(F) No Licenses shall be granted within 500 feet of any school or church.” The City Council has set aside a liquor license for Mark and Wendy Quinn, co-owners of The Tavern, a new establishment located at 101 W 5th Street (Parcel # 27-0375-600). This would be a violation to the Business Regulations Chapter 111.31 (F) as the Tavern is located approximately 162 ft from the Hope Community Church Building (Parcel # 27-0382-000). The Commission discussed how this ordinance is very restrictive and that they feel that it would be in the city’s best interest to remove the word “church” from Chapter 111.31 (F). Blair’s Pub & Grub, a bar restaurant at 110 East 5th Street, which is located within 500 ft from Shalom Church (Parcel # 27-0366-001). Blair’s Pub & Grub, formerly operated as Franny’s Bar & Grill, was grandfathered in under this ordinance as Shalom Church was established after this ordinance was adopted. A revision compliance for all establishments that hold valid on-sale liquor licenses within the City. The Quinn’s anticipate a May 15th, opening date for the Tavern contingent upon inspection and license approvals.
 - Motion to remove the word “church” from Business Regulations Chapter 111.31 (F). **Motion by Knutson, Second by Bowser. Motion carried 5-0.**

- Review Beachside RV Park Conditional Use Permit
 - The Commission review the Conditional Use Permit that was approved on June 12, 2017, to Beachside RV Park. The CUP was granted with the condition that a privacy fence was constructed along adjacent residential properties, however Beachside RV has failed to do so. The Commission asked Deputy Clerk Boysen to send a letter to remind Beachside RV of the conditions on the Conditional Use Permit that was granted.
 - Motion to send a letter to Beachside RV to highlight the conditions of the Conditional Use Permit that was granted. **Motion by Rasche, Second by Bowser. Motion carried 5-0.**

- Comprehensive Plan Update
 - Deputy Clerk Boysen noted that Starbucks' first ever Comprehensive Plan was adopted by resolution at the March 14th, 2022, Regular City Council Meeting.
- CS Nelson Development Update
 - Deputy Clerk Boysen mentioned that the first two rows of duplexes all had their walls up, and City Building Inspector Rick Holt has been busy with inspections. The first 2 duplexes are scheduled to be ready for the tenants to move in by June 1st, 2022.
- **Next Meeting Date: Tuesday, May 3, 2022**
- **ADJOURNMENT** – Meeting adjourned at 10:27am – **Motion by Anderson, Second by Bowser. Motion carried 5-0.**