

**CITY OF STARBUCK
PLANNING COMMISSION
REGULAR MEETING ON TUESDAY, MAY 3, 2022
9:00 A.M.**

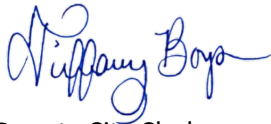
Chair:	Michelle Knutson	Deputy City Clerk:	Tiffany Boysen
Vice-Chair:	Rich Anderson	Council Liaison:	Gary Swenson
Commissioners:	Bonnie Rasche	City Clerk/Treasurer:	Joan Kerkvliet
	Tom Asmus		
	Brett Bowser		

Minutes - Approved 6/7/22

- **ORGANIZATIONAL BUSINESS**
 - Call to Order - Roll Call – Called to Order by Chair Knutson at 9:00 am. Bowser – Absent.
 - Approve Agenda – Motion to Approve the Agenda with additions. **Motion by Asmus, Second by Anderson. Motion carried 4-0.**
 - Approve of Minutes from previous meeting:
 - Regular Meeting – April 5, 2022
 - Motion to Approve the Minutes. **Motion by Anderson, Second by Asmus. Motion carried 4-0.**
- **ANYONE WITH BUSINESS BEFORE THE BOARD**
- **OLD BUSINESS**
 - Review Blight Ordinance and Abatement Procedures
 - The Blight Ordinance and abatement process was reviewed. Blight Inspections are scheduled for May 17th, and Deputy Clerk Boysen welcomed any members who would be interested in assisting to participate.
 - Review Fence Permit Application – 202 N Main St
 - Nika and Brock Douma would like to amend a fence permit application to extend the southern boundaries of the 6-foot chain linked privacy fence to as far south as they are allowed. The Doumas would need to have their property surveyed to locate the property lines if they wished to adjoin the fence to the Southwest corner of the Last Cast Bait and Tackle Building in order to prevent the fence from entering the right-of-way.
- **NEW BUSINESS**
 - Discuss the Pope Douglas Solid Waste Environmental Drop-Site Plans
 - Deputy Clerk Boysen provided a brief update on where the project stands. The parcel where the drop site is to be located, Parcel # 27-0702-000, is to be surveyed within the next couple of weeks by Stoeckel Jahner Land Surveying out of Alexandria, MN. Pope Douglas Solid Waste has provided the City with a Land Lease Agreement sample that the Council can reference while establishing a land lease agreement.
 - Review Request to Move in 10x16 foot Storage Shed – 706 East Broadway
 - Property Owner Harvey Pederson would like to place a 10X16 foot storage shed on his property at 706 East Broadway. Since this shed is under 200 square feet, it will not require a building permit. Chair Knutson will conduct an onsite inspection to verify that the shed follows the necessary setbacks.

- **REPORTS & ANNOUNCEMENTS**
 - Approve Building Permits (ST-22-07 through ST-22-10)
 - Motion to Approve Building Permits – **Motion by Knutson, Second by Asmus. Motion carried 4-0.**
- **Next Meeting Date: Tuesday, June 7, 2022**
- **ADJOURNMENT – Meeting Adjourned at 10:10 am - Motion by Anderson, Second by Rasche. Motion carried 4-0.**

Respectfull Submitted by:

A handwritten signature in blue ink that reads "Tiffany Boyo". The signature is written in a cursive, flowing style.

Deputy City Clerk