

**CITY OF STARBUCK
PLANNING COMMISSION
REGULAR MEETING ON TUESDAY, August 3, 2021
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 9/07/2021

- **ORGANIZATIONAL BUSINESS**
 - Call to Order - Roll Call – **Called to Order by Chair Knutson at 9:00 am. Absent: Bowser**
 - Approve Agenda - Motion to Approve the Agenda – **Motion by Asmus, Second by Anderson. Motion Carried 4-1.**
 - Approve of Minutes from previous meeting:
 - Regular Meeting – July 6th, 2021
 - Motion to Approve the Minutes – **Motion by Anderson, Second by Knutson. Motion Carried 4-1.**
- **ANYONE WITH BUSINESS BEFORE THE BOARD**
- **OLD BUSINESS**
- **NEW BUSINESS**
 - Discuss a Condition Use Permit (CUP) of Planned Unit Development – 10 Unit Set of Duplexes (Parcel # 27-0635-002).
 - A Conditional Use Permit Application submitted by CS Nelson Properties for a Planned Unit Development ten duplexes to be constructed on Parcel # 27-0635-002, located in the M-1 & Shoreline Zoning District.
 - Motion to Recommend to the City Council to Approve the Condition Use Permit for a PUD. **Motion by Knutson, Second by Rasche. Motion Carried 4-1.**
 - Discuss a Variance Request of Sec. 8.63 of the Shoreland Regulations Stating the Impervious Surface Coverage for a PUD Must Not Exceed 25% in Any Tier.
 - Motion to Recommend to the City Council to Approve the Variance Request ensuring that CS Nelson Properties does not exceed the State maximum impervious surface coverage percentage of 50%. **Motion by Anderson, Second by Asmus. Motion Carried 4-1.**
- **REPORTS & ANNOUNCEMENTS**
 - Approve Building Permits – (ST-21-23 through ST-21-34) - Revision needed to reclass Permit ST-21-31 as Commercial on Spreadsheet.
 - Motion to Approve Building Permits ST-21-23 through St-21-34 with revision. **Motion by Knutson. Second by Rasche. Motion Carried 4-1.**

- Mayor
 - Mayor Swenson reported that a bench in memory of Marilyn & Bob DuBois was placed in front of Harry Blok's Barber Shop (404 Main Street) by Wendell & Joy Erdmann
 - Pope County Environmental Drop Site – City Staff met with Nathan Reinbold, a Pope Douglas Solid Waste Representative and identified potential locations within the city for a fixed recycling drop site. This recycling drop site would offer recycling services otherwise not readily available to our community.

- **Next Meeting Date: Tuesday, September 7, 2021**

- **ADJOURNMENT** – Chair Knutson Adjourned Meeting at 9:46am. **Motion by Knutson, Second by Asmus. Motion Carried 4-1.**

Submitted by,
Tiffany Boysen
Deputy Clerk