



CITY OF
Starbuck
PLANNING COMMISSION

REGULAR MEETING ON TUESDAY, SEPTEMBER 6, 2024
9:00 A.M.

Chair: Michelle Knutson
Vice-Chair: Brett Bowser
Commissioners: Bonnie Rasche
Tom Asmus
Cody Blevins

Deputy City Clerk: Tiffany Holten
Council Liaison: Gary Swenson
City Clerk/Treasurer: Joan Kerkvliet

Minutes

Approved 10/01/2024

○ **ORGANIZATIONAL BUSINESS**

- Call to Order - Roll Call - Meeting Called to Order at 9:17 am by Chari Knutson. Absent: Bowser, Rasche. Others Absent: Clerk/Treasurer Kerkvliet. **Quorum Present.**
- Approve the Agenda - Motion to Approve the Agenda as Presented with a Deduction. **Motion by Asmus, Second by Knutson. Motion carried 3-0.**
- Approve of Minutes from previous meeting:
 - Regular Meeting - August 6, 2024
 - Motion to Approve the Minutes. **Motion by Asmus, Second by Knutson. Motion carried 3-0.**

ANYONE WITH BUSINESS BEFORE THE BOARD

- Mathias Briard - First Item Under Old Business
- Darin Peterson - Second Item under Old Business
- Stephen Kowal, Wilcox Law Office - Third Item Under Old Business
 - Corey Venner, Mrs. Ahrndt's partner - 302 W 6th St
 - ~~Dave Ebnet, Owner of AA Towing of Starbuck - First Item Under New Business~~

○ **OLD BUSINESS**

- Discuss Plans to Re-build Starbuck Locker after Fire- 117 E 5th St (PID # 27-0362-600)
 - Mathias Briard hired Licensed Surveyor Mark Jahner with Stoeckel Jahner land Surveying to survey his property located at 117 E 5th St. Mr. Briard presented a Certificate of Survey that displayed the .24-acre tract of land that he is requesting the City to vacate, sell and/or grant him ownership of. The remaining Starbuck Locker structure building and asphalt was razed within the past month, leaving an empty dirt lot, and Mr. Briard stated that the survey pins are staked out for the City to inspect. Commissioner Blevins asked if this was something that the City could give to Mr. Briard as a contribution to the reconstruction of the business following the devastating fire. Deputy Clerk Holten mentioned that the City could consider that by calling for a public hearing to entertain the idea of vacating the Dedicated ROW, but The City would need to consult with the city attorney prior to a transfer of ownership for the remaining city-owned land (PID-0685-000) that Mr. Briard is interested in obtaining. Deputy Clerk Holten also mentioned that it would probably be a good idea to hear if City Public Works Supervisor Mike Erickson & Water/Sewer Superintendent Randy Peterson have any comments prior to any final decisions. Mr. Briard anticipates that he should have full building plans ready to apply for a building permit to reconstruct the Locker within the next couple of weeks.

- Motion to Approve the Vacation of Dedicated ROW and Portion of City Owned PID# 27-0685-000 Totaling .24-acre Tract of Land as Shown in Certificate of Survey Pending Public Works Supervisor Comments. **Motion by Blevins, Second Asmus. Motion carried 3-0.**

- Discuss Commercial Business/Apartment Proposal – 113 W 6th St (PID # 27-0301-000)
 - Darin Peterson, developer & prospective owner was present before the board to provide more details on his potential plans to renovate the old Starbuck Cement Products office and former Neon Cactus business building into apartments. Mr. Peterson intends to create 2 single family apartments in the building. One of the apartments would be access from the existing door on the north side of the building along the W 6th St, and the second entrance would be along the East side of the building. He intends to tear down a garage that is located south of the building (PID # 27-0289-001) to allow for more off street parking, and alleyway access to the apartment complex. The remaining Starbuck Lane Bowling Alley Building the is currently storage garages would remain as is. Mr. Peterson stated that the need for housing is continuously on the rise, and he would like the City's support on this project. Commissioner Blevins wanted to stress that Mr. Peterson adhere to the MN Building & Fire Codes as well as the newly updated 2024 MN Energy Code that presents stricter energy-conserving standards that would apply to a commercial building renovation such as Mr. Peterson's. The Commission thanked Mr. Peterson for his efforts and encouraged him to submit a building permit application for this project along with detail plans when he was ready for further review.

- Discuss Fence Permit Application with Revisions – 302 W 6th St (PID # 27-0500-000)

Stephen Kowal, attorney of Allison Ahrndt, was present to request the Commission to reconsider their decision to require Ms. Ahrndt to build her 6ft maintenance free vinyl fence 2 feet from the side yard property line. Mr. Kowal had been in recent contact with City Attorney Tom Jacobson regarding the Commission's July 6th decision that Ms. Ahrndt's maintenance free fence must conform with the 2-foot setback requirement per the Zoning Ordinance.

-Chapter 155 Zoning Regulations Section 1.19 Subd 11 8b reads
"A fence requiring maintenance from outside the perimeter of the fence shall be installed or constructed no closer than two (2) feet from the side yard property line."

-Chapter 155 Zoning Regulations Section 1.19 Subd 11 8f reads,
"If the fence is located along a boundary between two (2) properties, both sides shall be well maintained by the owner of the fence."

Ms. Ahrndt assured that there will be a 6-inch gap underneath the fence so that she will have access to trim the grass on both sides of the fence with a weed eater from her side of the fence without entering her neighbor's property. The neighbors adjacent to Mr. Ahrndt's property have an active civil lawsuit against her, and she is not allowed to trespass on their property located at 604 Hagenson St (PID# 27-0499-000). Mr. Kowal stated that the vinyl fencing is designed to be maintenance free, and the installers could install the fence on Ms. Ahrndt's property without trespassing on the neighboring property. Mr. Kowal also assured the Commission that if there ever was a need to replace a panel many years from now, a contractor would also be able to do so without entering the neighboring property. Motion to Approve application to install a 6' tall maintenance-free vinyl fence at 302 W 6th St with the condition that the panels are placed 6" above ground. **Motion by Knutson, Second Asmus. Motion carried 3-0.**

○ **NEW BUSINESS**

▪ ~~Discuss Interest to Purchase City Land – PID 27-0685-000~~

- Discuss Request to Install a Granite Bench in City Park in Memory of Peder Baukol
 - Timmie Baukol submitted a request to install a granite bench on a marble pad near the picnic shelter located near City Beach (PID# 27-0614-000) to honor the memory of her late husband, Peder Baukol. There are currently two memorial benches located along the shoreline bordering the north beach parking lot, so this would provide an additional seating area for the public. The Baukol family provided a spec drawing of the bench with laser engravings to honor Peder's memory. If approved, the Baukol Family anticipates that the bench would be ready to be installed by late Spring 2025.
 - Motion to Approve the Installation of a Granite Bench In City Park in Memory of Peder Baukol as Presented. **Motion by Blevins, Second by Asmus. Motion carried 3-0.**
- Approve a Cannabis Business Regulations Ordinance Public Hearing for 9:05AM at the October Planning Commission Meeting on 10/01/2024.
 - Motion to Approve a Public Hearing for New Cannabis Business Regulations Ordinance (Ch. #114) to be held at 9:05AM at the October 1st Meeting. **Motion by Knutson, Second by Blevins. Motion carried 3-0.**

○ **REPORTS & ANNOUNCEMENTS**

- Approve Building Permits – (Permits # ST-24-33 through ST-24-37)
 - Motion to Approve the Building Permits. **Motion by Knutson, Second by Asmus. Motion carried 3-0.**
- Starbuck Fall Clean-up Day – September 28th from 9AM-Noon
Deputy Clerk Holten provided the Commission a copy of the flyer outlining the items that will be accepted at the Fall-Cleanup Day on September 28th. This cleanup day is available for City of Starbuck residents only with discounted pricing made possible through a Pope Douglas Solid Waste Management Waste City & Township Waste Abatement Grant.
- Starbuck Marina Lighthouse Progress Update
 - Deputy Clerk Holten provided a brief update on the Lighthouse Progress. The cement pad for the lighthouse has been poured and the lighthouse is set to go up over the weekend of September 20th. Dennis Lawson, Harold Meyer's grandson, is building the lighthouse offsite at his home near the cities and intends to transport the wall sections up to Starbuck to for assembly at the lighthouse location site.

○ **NEXT MEETING DATE: Tuesday, October 1st, 2024** – Chair Knutson will not be at the October Meeting.

○ **ADJOURNMENT** – Motion to adjourn the meeting at 10:09AM. **Motion by Asmus, Second by Blevins. Motion carried 3-0.**

Submitted by,

Tiffany Holten

Deputy City Clerk