

**OSSEO PLANNING COMMISSION MINUTES**  
**REGULAR MEETING**  
**7:00 p.m.**  
**August 17, 2009**

1. CALL TO ORDER

The regular meeting of the Osseo Planning Commission was called to order by Chair Susan Hanson at 7:00 p.m., Monday, August 17, 2009.

2. ROLL CALL

Present: Commission members Dorothy Clarke, Barbra Plzak, Melanie Larsen Sinouthasy, RJ Wiley, and Chair Susan Hanson.

Absent: Brad Hansen and John Cochran.

Others present: Jeffrey Dahl, City Planner.

3. APPROVAL OF AGENDA

**A motion was made by Plzak, seconded by Larsen Sinouthasy, to approve the Agenda. The motion carried 5 - 0.**

4. APPROVAL OF MINUTES

**a. Approve July 20, 2009 Minutes**

**A motion was made by RJ Wiley, seconded by Clarke, to approve the July 20, 2009 minutes. The motion carried 5 - 0.**

5. PUBLIC COMMENTS – None.

6. PUBLIC HEARINGS

**a. One-year Extension of Moratorium on Off-site Freestanding Signs**

**A motion was made by Larsen Sinouthasy, seconded by RJ Wiley, to open the Public Hearing. The motion carried 5 - 0.**

Dahl stated that a year ago, the Planning Commission heard a presentation from Paul Merwin, an Attorney with the League of Minnesota Cities, about legal issues that other communities are confronting, or have already confronted, with their sign ordinances. A short time after this presentation, the Planning Commission recommended to the City Council that they pass Ordinance 2008-08, Interim Ordinance Amendment of Chapter 153, “An Ordinance establishing a moratorium upon all lands within the City of Osseo until August 31, 2009 affecting the location, construction, altering, development, erection, placement, reconstruction, or enlargement of any off-site freestanding signs pending zoning ordinance study and amendment to Chapter 153 of the Code of Ordinances of the City of Osseo dealing with Signage.”

The City Council concurred with the Planning Commission's recommendation at its September 8<sup>th</sup>, 2008 meeting. This was viewed a necessary measure to prevent challenges from the off-site freestanding sign companies that want to improve existing signs within the City of Osseo while the City is updating its code.

This moratorium expires on August 31, 2009. While the sign code revisions are not yet complete, we hope to complete them when approving the new Zoning Ordinance. Therefore, staff will not have new language pertaining to the off-premise freestanding sign issue by August 31, 2009. Dahl recommended that after public comments are taken, that a motion be made to extend the ordinance to August 31, 2010 to allow ample time to complete all Zoning Code and Sign Code amendments.

**A motion was made by Larsen Sinouthasy, seconded by Plzak, to close the Public Hearing. The motion carried 5 - 0.**

**A motion was made by Plzak, seconded by Clarke, to recommend extending Interim Ordinance 2008-08 to August 31, 2010. The motion carried 5 - 0.**

7. OLD BUSINESS – None.
8. NEW BUSINESS – None.
9. DEVELOPMENT UPDATE

**a. City Planner Report**

Ryan Development Approved

Dahl indicated that at the August 10<sup>th</sup> meeting, the City Council unanimously approved the Planning Commission's recommendations regarding the Site Plan, Variances, and Comprehensive Plan Amendment requests for the Ryan Development at 108 Broadway St. West. The applicant hopes to commence construction in the near future. Staff will be seeking administrative approval of the Comprehensive Plan Amendment through the Met Council.

Chair Hanson asked on the status of the Bennett and small strip of property. Dahl has talked with the County and they said the parcel is in the process of being officially combined and back on the tax rolls.

Property Maintenance Ordinance Revisions Approved

The City Council also approved at the August 10<sup>th</sup> meeting the Planning Commission's recommendation to amend the Property Maintenance Code and enforce the Rental Housing Licensing and Inspection Program. The City Council will consider approving the Contract for Inspection Services with Brooklyn Park at the August 24<sup>th</sup> meeting.

Public Safety Building Project

The City received a \$200,000 grant from the Federal Government's American Recovery and Reinvestment Act (via Hennepin County) to help with the acquisition and remodel of the office building at 25 4<sup>th</sup> St. NW for a new public safety building (\$500,000) project. Staff hopes to be able to start the acquisition process in the near future with remodeling and construction occurring within a few months. The old building would be demolished and allow the parking area to be expanded for additional parking spaces.

Other

Chair Hanson asked if there was an update on the status of the building at 9 Central Avenue. Dahl stated the Council has not yet taken action on the appraisal.

Larsen Sinouthasy asked for an update on Central Avenue construction. Dahl advised that the construction on the south end will start earlier than scheduled to help ensure that the project completion meets the deadline. The project is slated to be complete by the end of October.

10. OTHER BUSINESS – None

a. **Future Agenda Items**

The Commission members encouraged citizens to shop in Osseo and support the local businesses during construction.

Dahl reminded everyone to visit the Farmers Market on Tuesday's along with the Movies and Concerts in the Park that follow.

Dahl stated the city's new website is up and continues to be improved. The City is still operating with the current site as well, but hopes to convert to the new redesigned website of discoverosseo.com within the next couple of months.

11. ADJOURNMENT

**A motion was made by Plzak, seconded by Larsen Sinouthasy, to adjourn at 7:22 p.m. The motion carried 5-0.**

Respectfully submitted,

Dawn Tessman  
Recording Secretary