

**OSSEO PLANNING COMMISSION MINUTES
REGULAR MEETING
April 17, 2017**

1. CALL TO ORDER

The regular meeting of the Osseo Planning Commission was called to order by Chair Plzak at 6:00 pm, Monday, April 17, 2017.

2. OATH OF OFFICE FOR NEW PLANNING COMMISSION MEMBERS

Abts administered the Oath of Office to newly-appointed Planning Commission member Neil Lynch.

3. ROLL CALL

Present: Commission members Dee Bonn, Deanna Burke, Neil Lynch, Michael Olkives, Alden Webster, and Chair Barbara Plzak

Absent: Commission member Ken Zopfi

Others present: Councilmember Harold Johnson, Breanne Rothstein – WSB & Associates, and City Planner Nancy Abts

4. APPROVAL OF AGENDA

Bonn requested a change to the agenda noting the Walking/Biking Audit would be held on Thursday, April 20th.

A motion was made by Lynch, seconded by Burke, to approve the Agenda as amended. The motion carried 6-0.

5. APPROVAL OF MINUTES

A. Approve January 17, 2017, Minutes

A motion was made by Bonn, seconded by Webster, to approve the January 17, 2017, minutes. The motion carried 6-0.

6. PUBLIC COMMENTS

Chair Plzak advised this is the time for public comments for items that are not on the agenda for tonight's meeting. There were no comments from the public.

7. PUBLIC HEARINGS – None

8. OLD BUSINESS – None

9. NEW BUSINESS

A. Comprehensive Planning Update – WSB & Associates

Breanne Rothstein, WSB & Associates, provided the Planning Commission with an overview on the Comprehensive Plan Update. She reported the update was due to the Met

Council by the end of 2018. She explained the updating process allowed the City to reevaluate its goals and vision for the future. She discussed the community engagement efforts that had occurred to date and commented on the input received from the public. She reviewed the housing forecasts and noted the goal for the City was to add 372 new households by 2040. She provided comment on the draft 2040 land use map and noted several properties that would have their guidance changed. She updated the Commission on the preferred concept plan for Boerboom Park. The plans for future trail connections were described. She recommended the Planning Commission be consider updating the Subdivision Ordinance and Zoning Map after the Comprehensive Plan was complete. She reported the topic that would be addressed by the subcommittee in May would be transportation.

B. Discuss Sign Code Update

Abts explained the City is preparing to update Osseo’s sign code. She explained the sign code is part of the City’s Zoning Ordinance. She encouraged the Planning Commission to review the intent of the sign code and draft sign requirements for each Zoning District and provide input.

Abts indicated most changes to the sign code will be changes to the language. Big changes to the size or types of signs allowed are not planned. However, the wording and organization can be clarified and the introduction to the ordinance, the *Findings, Purpose and Intent, and Effect* section, can be improved. (Changes to other sections are also planned.) These other changes will focus on how the code describes and allows different signs.

Abts reported the current ordinance provides different requirements for different types of signs—Address Signs, For Sale/Lease Signs, Motor Fuel Station Signs, etc. The proposed changes to the ordinance are not based on the type of content on the sign. Instead they focus on the “type of sign” on the basis of size, construction, and location. Staff provided further comment on the draft sign code updates and requested comments or questions from the Planning Commission.

There were no comments or questions from the Commission.

10. REPORTS OR COMMENTS: Staff, Chair & Commission Members

A. Healthy Communities Project Update

- Walking/Biking Audit: Thursday, April 20 (Thursday, May 4 Rain Date)

Abts discussed the Healthy Communities Project in Osseo and invited the Planning Commission to participate in a Walking/Biking Audit that would take place on Thursday, April 20th at 8:30 a.m., with a rain date of May 4.

Bonn encouraged residents to participate in the Seniors Jazzercise class on Mondays. She noted this class had doubled in size.

Olkives discussed the great work that was being done by the Comprehensive Plan Subcommittee and thanked all who were involved in this group.

Lynch noted Osseo Baseball was now in full swing. Those interested in participating were encouraged to find information regarding Osseo Baseball online.

Chair Plzak reported the 5th Annual Osseo Football Gala would be held on Saturday, April 22nd at the Osseo Legion from 6:00 p.m. to 12:00 a.m. She invited all to attend this wonderful community event.

11. ADJOURNMENT

A motion was made by Webster, seconded by Lynch, to adjourn the meeting at 6:42 pm. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.