

**OSSEO PLANNING COMMISSION MINUTES
REGULAR MEETING
June 18, 2018**

1. CALL TO ORDER

The regular meeting of the Osseo Planning Commission was called to order by Vice Chair Alden Webster at 6:00 pm, Monday, June 18, 2018.

2. ROLL CALL

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

Absent: Chair Barbara Plzak.

Others present: City Planning Intern Kyler McLachlan and Harold E. Johnson.

3. APPROVAL OF AGENDA

A motion was made by Bonn, seconded by Olkives, to approve the Agenda as presented. The motion carried 6-0.

4. APPROVAL OF MINUTES

A. Approve April 16, 2018, Minutes

A motion was made by Lynch, seconded by Olkives, to approve the April 16, 2018, minutes. The motion carried 6-0.

5. PUBLIC COMMENTS

Vice Chair Webster 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.

6. PUBLIC HEARINGS

A. Consider Site-Building Plan Approval of 152 County Road 81 E – Cotten's Napa

City Planning Intern Kyler McLachlan stated the property in question is located in Osseo's central-western quadrant, south of 2nd Street SE and west of 3rd Ave SE. Napa is planning to expand its storage space into two former tenant bays that were occupied by The 'Sota Shop. This will involve interior renovations, including changes to the mezzanine level and racking. The intent is to expand operations for Napa and remain competitive with larger operations. They will be able to purchase more bulk materials, earning a discount from manufacturers. They will continue to receive deliveries from the Napa distribution center as well as direct shipments from suppliers, and will re-deliver materials from their store to other locations across the metro.

Michael Cotten, representing Cotten's Napa, discussed the renovations he was proposing to complete and commented on the number of deliveries he would be receiving on a daily basis. He estimates an additional three deliveries/departures per day once the project is completed.

Olkives asked how traffic in the area was going to be affected by the changes. Mr. Cotten replied that most customers spent around 15 minutes at his store and that traffic wouldn't be affected.

McLachlan reported that the city had received a question from a resident living within 500 ft of the project. The question was, what methodology did Mr. Cotten use to arrive at the estimated 3 deliveries a day. Mr. Cotten answered that the estimation was purely guesswork and that there was no methodology.

Bonn asked who owns this building and questioned if there would be any additional traffic on the side street. Mr. Cotten reported he owned the building and reported there would not be any additional traffic on the side street.

Bonn requested further information on the overhead door. Mr. Cotten discussed the location of the proposed overhead door. McLachlan explained the City would need revised elevations showing the proposed overhead door as well as an updated parking plan.

A motion was made by Olkives, seconded by Lynch, to open the Public Hearing. The motion carried 6-0.

No public input was offered.

A motion was made by Olkives, seconded by Lynch, to close the public hearing at 6:11 p.m. The motion carried 6-0.

A motion was made by Olkives, seconded by Lynch, to recommend the City Council approve the Site Plan request for 152 County Road 81 E subject to the following conditions of approval:

- a.) Napa will continue with the SAC determination process.
- b.) Fire protection plans shall be provided to the City.
- c.) Elevations showing the proposed overhead door shall be provided to the City.

The motion carried 6-0.

7. OLD BUSINESS – None.
8. NEW BUSINESS – None.
9. REPORTS OR COMMENTS: Staff, Chair & Commission Members

Lynch reported Osseo baseball was in full swing. He encouraged residents to see a game and support the community's local teams.

Bonn commented on the Step To It program and congratulated City of Osseo for being named the Most Engaged City.

A. Healthy Generations Age-Friendly Osseo Update

McLachlan provided the Commission with a brief update on the Healthy Generations Age-Friendly Osseo initiative and thanked Bonn for her assistance with this program.

10. ADJOURNMENT

**A motion was made by Bonn, seconded by Olkives, to adjourn the meeting at 6:13 pm.
The motion carried 6-0.**

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.