

**OSSEO PLANNING COMMISSION MINUTES
REGULAR MEETING
November 18, 2013**

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, November 18, 2013.

2. ROLL CALL

Present: Commission members Dorothy Clarke, Ben Knutson, Larry Stelmach, Alden Webster, and Chair Susan Hanson.

Absent: Commission members Barbara Plzak and Todd Woods.

Others present: City Planner Riley Grams.

3. APPROVAL OF AGENDA

A motion was made by Stelmach, seconded by Knutson, to approve the Agenda as presented. The motion carried 5-0.

4. APPROVAL OF MINUTES

A. Approve September 16, 2013, Minutes

A motion was made by Knutson, seconded by Stelmach, to approve the September 16, 2013, minutes. The motion carried 5-0.

5. PUBLIC COMMENTS

Chair Hanson advised this is the time for public comments for items that are not on the agenda for tonight's meeting.

6. PUBLIC HEARINGS

A. Preliminary Plat Approval for Five Central – Phase II

A motion was made by Webster, seconded by Knutson, to open the Public Hearing. The motion carried 5-0.

Grams stated the Beard Group was requesting approval of the preliminary re-plat for a residential planned unit development that includes the second phase of the under-construction Five Central Apartment project. This re-plat will combine the already re-platted Phase I parcel with four new parcels located in the Phase II plans. Because State Building Code prohibits the building of one continuous building over a property line, the applicant must re-plat the entire project (Phase I and Phase II) into a single parcel.

Grams indicated the following properties will be added to the newly platted parcel:

17 5th Street NW

501 Central Avenue (2 parcels)

521 Central Avenue

Grams reported the above properties were currently owned by the Osseo Economic Development Authority and will become property of The Beard Group at the time of property transfer. Two easements will be maintained on the plat map, both for City controlled utility easements. Staff recommended the Commission review and approve the preliminary plat for Five Central – Phase II.

A motion was made by Knutson, seconded by Webster, to approve the preliminary plat for Five Central – Phase II by The Beard Group. The motion carried 5-0.

B. Preliminary Planned Unit Development Agreement (PUD) for Five Central – Phase II

Grams stated that The Beard Group has submitted a Planned Unit Development (PUD) request to combine four separate parcels with a re-platted adjacent parcel to construct phase two of the Five Central Apartment project. The applicant is proposing to continue the building from the Phase I parcel over to the Phase II site. The developer is seeking an advanced timeline of City approvals in order to start construction in April 2014.

Grams reviewed the history and background of the project with the Commission, along with the analysis of the proposed Phase II portion of the Five Central Apartment project. He commented all street level units would have access to the street except for those units along Central Avenue. He explained all finishes, building materials and amenities within Phase II would mimic those used in Phase I. He commented Phase II would include 45 market rate apartments. The landscaping and outdoor space plan was reviewed. Staff recommended approval of the preliminary Planned Unit Development (PUD) by The Beard Group for the Five Central – Phase II project.

Stelmach asked if the developer has had any interest in the proposed commercial space. Grams commented the City was looking into relocating the Police Department into a portion of the commercial space. However, other options were also still being explored.

A motion was made by Webster, seconded by Stelmach, to approve the preliminary Planned Unit Development (PUD) by The Beard Group for the Five Central – Phase II project. The motion carried 5-0.

C. Preliminary Site Plan Approval for Five Central – Phase II

Grams stated that The Beard Group has submitted a Site Plan request to combine four separate parcels with a re-platted adjacent parcel to construct Phase II of the Five Central Apartment project. The applicant is proposing to continue the building from the Phase I parcel over to the Phase II site. The developer is seeking an advanced timeline of City approvals in order to start construction in April 2014.

Grams discussed the history of the project and reviewed the site plan in detail with the Commission. Staff recommended approval of the preliminary site plan from The Beard Group for Five Central – Phase II project.

A motion was made by Stelmach, seconded by Webster, to approve the preliminary Site Plan by The Beard Group for the Five Central – Phase II project. The motion carried 5-0.

A motion was made by Knutson, seconded by Webster, to close the public hearing at 7:28 p.m. The motion carried 5-0.

7. OLD BUSINESS

A. Update on Osseo Gun Club

Grams reported the City has given the developer all of the necessary City approvals regarding the construction of the Osseo Gun Club. Currently, the developer is awaiting financing approval. Once that is in place, the City will work with the developer and his attorney to close on the properties. After that time, the City will be looking for the full set of building plans to be submitted for official building permit.

8. NEW BUSINESS

9. DEVELOPMENT UPDATE

A. City Code Update

Grams indicated Staff has been reviewing the City's code book for opportunities to update, add, delete or change outdated or missing codes. With the help of the Planning/EDA intern, staff has identified several codes that will be coming before the Commission for review and recommendation for changes at a future Planning Commission meeting. He reviewed the proposed sections in further detail with the Commission.

Webster asked if the electronic cigarettes could be used at local bars and restaurants. Grams commented this portion of the City Code needed revision, but under state law, he believed this was allowed.

10. OTHER BUSINESS

A. Future Agenda Items

B. Commissioner Reports

Stelmach commented he attended an Open House at Brooklyn Park last week regarding proposed road construction projects.

11. ADJOURNMENT

A motion was made by Clarke, seconded by Webster, to adjourn the meeting at 7:44 pm. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.