

**OSSEO PLANNING COMMISSION MINUTES  
REGULAR MEETING  
December 20, 2021**

1. CALL TO ORDER

The regular meeting of the Osseo Planning Commission was called to order by Chair Mueller at 6:00 pm, Monday, December 20, 2021. Due to the COVID-19 pandemic this meeting was held virtually.

2. ROLL CALL

Present: Commission members Dee Bonn, Deanna Burke, Kenny Nelson, Michael Olkives, Kerstin Schulz, and Chair Ashlee Mueller

Absent: Commission member Alden Webster.

Others present: Community Management Coordinator Joe Amerman and Councilmember Juliana Hultstrom.

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

A. Approve June 21, 2021, Minutes

**A motion was made by Schulz, seconded by Bonn, to approve the June 21, 2021, minutes. A roll call vote was taken. The motion carried 6-0.**

5. PUBLIC COMMENTS

Chair Mueller 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. Re-Zoning Permit Request for 257 5<sup>th</sup> Avenue SE Lot 8

Amerman stated the multi-tenant commercial building located 257 5th Ave SE (PID 1811921310098) is located on what are Lots 8 and 9 of Block 4, Sipe's Addition. This building has stood since at least 1986, the earliest date the city has official verification of. Despite their common commercial purpose, lots 8 and 9 were given different zoning classification at the adopt of the current zoning code in 1994. Lot 8 was designated R-1 Residential, and Lot 9 was designated Highway Commercial. This effectively split the building in half, though this difference in zoning was never enforced nor has it appeared to have much consequence. City records are unclear, but it appears that at some point shortly after the adoption of the zoning code, the lots were combined into a single parcel.

However, the underlying zoning differences were never resolved. As a result the city now has a single parcel, underneath a single commercial building, split down the middle by two different zoning districts. Recognizing that the parcel is, and has been for decades, commercial, the city is now looking to bring the zoning classification of Lot 8 in line with its actual use. Staff reported the City Attorney has recommended that the city pursue this course of action. It was noted the property owner supports this recommendation as well.

**A motion was made by Bonn, seconded by Olkives, to open the Public Hearing at 6:09 p.m. A roll call vote was taken. The motion carried 6-0.**

There were no comments from the public.

**A motion was made by Olkives, seconded by Schulz, to close the public hearing at 6:09 p.m. A roll call vote was taken. The motion carried 6-0.**

Nelson questioned why the City had not charged any money for this rezone. Amerman reported this was due to the fact the rezoning had been initiated by the City of Osseo.

**A motion was made by Nelson, seconded by Olkives, to recommend approval of the Rezoning request for the property at 257 5<sup>th</sup> Avenue SE Lot 8 to the City Council. A roll call vote was taken. The motion carried 6-0.**

B. Conditional Use Permit Request for 431 3<sup>rd</sup> Street SE

Amerman stated Amy Haarstad is a board-certified veterinarian specializing in the diagnosis and treatment of allergy, skin, and ear conditions in animals. After years in general veterinary practice, Dr. Haarstad opened a veterinary dermatology practice in the fall of 2017. The practice is now growing and seeking expanded space and has identified a suite of the building located at 257 5th Ave SE as an ideal location. This property is owned by Wiley Enterprises, and is also home to A to G Music, American Family Insurance, and others. To the west of the property is American Legion Post 172, to the south is Sipe Brothers-Marathon, and to the north and east are residential neighborhoods. The city has previously granted two other Conditional Use Permits for veterinary practices, both located along Central Avenue in the Central Business District (CBD). Veterinary practices are also considered conditional uses in the CBD. Staff commented further on the CUP request and recommended approval with one condition.

**A motion was made by Bonn, seconded by Olkives, to open the Public Hearing at 6:16 p.m. A roll call vote was taken. The motion carried 6-0.**

There were no comments from the public.

**A motion was made by Olkives, seconded by Schulz, to close the public hearing at 6:16 p.m. A roll call vote was taken. The motion carried 6-0.**

Mueller stated she was excited to see another Osseo graduate bringing her business to downtown Osseo. She reported Osseo was a pet friendly community.

Dr. Amy Haarstad, 431 3<sup>rd</sup> Street SE, thanked the Planning Commission for considering her request.

Bonn suggested a gravel or sand lot be installed on the side of the building for the visiting pets. Dr. Haarstad noted she had discussed this with the building owner (Wylie) and hoped to have the side of the building improved and landscaped.

Nelson questioned how many clients would be dogs. Dr. Haarstad reported her clients would be 75% dogs and 25% cats.

Nelson recommended a waste pick up sign be posted on the exterior of Dr. Haarstad's building.

**A motion was made by Olkives, seconded by Schulz, to recommend approval of the CUP Amendment for the property at 431 3<sup>rd</sup> Street SE to the City Council, subject to the one (1) condition listed below. A roll call vote was taken. The motion carried 6-0.**

1. **All animals be kept inside the premises so as not to disturb the public peace.**

## 7. REPORTS OR COMMENTS: Staff, Chair & Commission Members

Schulz wished everyone happy holidays.

Bonn wished everyone happy holidays.

Nelson commented he had looked into information regarding climate change and reducing energy. He noted there was a passive house standard, that was developed in Germany. He discussed the benefits of installing heat pumps. He requested the Commission address this matter at a future meeting.

Nelson wished everyone a happy Christmas, winter solstice, and a Merry New Year.

Olkives requested staff speak with Commissioner Alden Webster to discuss his expiring seat. Amerman indicated a letter had been sent to Commissioner Webster and noted he would be following up with him.

Burke wished everyone a wonderful holiday.

Mueller thanked all of the residents who donated to Benedictine Living Community in Osseo.

## 8. ANNOUNCEMENTS

- A. 2022 Land Use Application Deadlines and Planning Commission Schedule

Amerman reviewed the 2022 Land Use application deadlines and Planning Commission meeting dates. He explained the meetings in February and June would be held on Tuesdays due to national holidays.

- B. Planning Commission Terms Expiring

Amerman commented on the Planning Commission terms that were expiring and noted the Commission would have two positions open in 2022. Those interested in serving should contact City Hall for further information.

C. City Hall Holiday Closings

Amerman reported City Hall would be closed on Thursday, December 23, Friday, December 24, Thursday, December 30 and Friday, December 31 for the holidays.

10. ADJOURNMENT

**A motion was made by Olkives, seconded by Bonn, to adjourn the meeting at 6:34 pm. A roll call vote was taken. The motion carried 6-0.**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*