

OWATONNA PLANNING COMMISSION MINUTES FOR APRIL 8, 2025

The Owatonna Planning Commission met in regular session at 5:30 p.m. in the Crandall Center – Chambers with Chairperson Kelly Rooks conducting the meeting. Present at roll call were Commissioners Kelly Rooks, Rachel Springer-Gasner, John Eickhoff, Nick Peake, and Dave Effertz. Commissioners Mark Meier and Mark Wilson were absent. Community Development Manager Greg Kruschke and Senior Administrative Technician Kristen Kopp were also present.

A motion was made by Effertz and seconded by Springer-Gasner to approve the minutes of the regular meeting of December 10, 2024. All Commissioners voting Aye, the motion carried.

Application No. RZ-10, which is a request by Christine Rotthoff, CRK Properties LLC to rezone property from I-1, Light Industrial District, to PUD, Planned Unit Development for the purposes of continuing to operate a multi-use facility including office spaces, contractor spaces, and an educational facility for the property located at 631 Cedar Avenue North, was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) Public hearing opened at 5:35 pm. No comments were made regarding this request. Public hearing closed at 5:36 pm. Eickhoff said he didn't have any concerns about the request as it looks to be the same uses with some updates. A motion was made by Springer-Gasner and seconded by Effertz to recommend City Council approval of the rezoning property from I-1, Light Industrial District, to PUD, Planned Unit Development for the purposes of continuing to operate a multi-use facility including office spaces, contractor spaces, and an educational facility for the property located at 631 Cedar Avenue North with the following conditions on the PUD:

- 1) All building codes shall be met at all times.
- 2) All exterior signs require a sign permit.
- 3) All drop offs will need to occur in private parking stalls unless it is a school bus and permitted by State Statute.
- 4) The properties shall be combined into one lot in order to remove all property lines from inside the building prior to any new tenants occupying the space.
- 5) All future uses shall be in compliance with the current underlying zoning district or an amendment to the PUD required.

All Commissioners voting Aye, the motion carried.

Main Street Parking Change – Mid Block Crosswalk Area was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) They have been working with Federated, the County, and City Engineer to remove a few parking stalls around the mid block crosswalk and install an ADA stall. One of the main reasons is to increase visibility around the crosswalk. In the meantime, nobody wants to see any accidents. Staff is recommending approval of this request. Eickhoff said this is a safety issue. A motion was made by Eickhoff and seconded by Springer-Gasner to recommend City Council approval of this Main Street Parking Change. All Commissioners voting Aye, the motion carried.

Community Development Manager Greg Kruschke gave an update on previous items. He said that the next step with the Comprehensive Plan is the Zoning and Subdivision Ordinance. They have held on to that a little bit because there are a couple of proposals at the State level so they don't waste any dollars getting a consultant on board.

TIF Compliance Resolution TIF 3-18 – Sputtering Components was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) Effertz said he's a big fan of how the City uses TIF. A motion was made by Effertz and seconded by Peake to approve the TIF Compliance Resolution TIF 3-18 for Sputtering Components. All Commissioners voting Aye, the motion carried.

He said they have hired a new Planning Specialist Emma Bransford, who is finishing up at the University of Minnesota. She's part-time right now, but will be starting full-time on June 2.

A motion was made by Eickhoff to adjourn and seconded by Springer-Gasner at 5:47 p.m. All Commissioners voting Aye, the motion carried.

Respectfully Submitted,

Greg Kruschke
Community Development Manager