

**CITY OF COLUMBUS  
PLANNING COMMISSION MEETING  
INTERACTIVE TECHNOLOGY MEETING FORMAT  
STATUTES SECTION 13D.021  
11-01-2023**

The 11-01-2023 Planning Commission meeting for the City of Columbus was called to order by Commission Chair Lynn Carver-Quinn at the City Hall at 6:02 PM. Present were Planning Commission members Lynn Carver-Quinn, Barb Bobick, Judy Huntosh, and Robin Wood, City Council Liaison Jesse Preiner, City Administrator Elizabeth Mursko, Planning and Zoning Tech Eleanor Hahn, Janet Hegland, Ron Hanegraaf, and Myra Shear.

In attendance via interactive technology was Planning Commissioner Bethany Barrette.

The meeting was held in an interactive technology meeting format.

**1. CALL TO ORDER –City Council and Planning Commission Meeting – 6:02 p.m.**

**1. PLEDGE OF ALLEGIANCE**

**2. APPROVAL OF MEETING AGENDA** Motion Bobick. Second Huntosh. Motion carried with all in favor.

**3. APPROVAL OF OCTOBER 18, 2023 PLANNING COMMISSION MEETING MINUTES** Motion Bobick. Second Wood. Motion carried with Huntosh, Bobick, Wood, and Carver-Quinn voting in favor, and Barrette abstaining.

**4. APPROVAL OF OCTOBER 18, 2023 PUBLIC HEARING MINUTES – ORDINANCE 23-09 AMENDING CHAPTER 7A ZONING REGULATIONS RELATED TO HOME OCCUPATIONS AND RESIDENTIAL ZONE BUSINESSES.** Motion Bobick. Second Wood. Motion carried with Huntosh, Bobick, Wood, and Carver-Quinn voting in favor, and Barrette abstaining.

**5. PUBLIC HEARING AND DISCUSSION – M. SHEAR RESIDENTIAL DOG KENNEL IUP.** At this time a public hearing was held to consider a request for a Residential Dog Kennel Interim Use Permit for ten dogs at 7538 W Broadway Ave. Separate Public Hearing minutes are prepared. During the public hearing, Planning and Zoning Technician Eleanor Hahn gave a report regarding the application.

Huntosh asks if there have been any neighbor complaints regarding the dogs. Shear states that none of her neighbors have come to her with complaints, and Hahn states that there have been no reported complaints to either the Sheriff's Office or the City.

**Motion Bobick to recommend approval of the residential dog kennel iup at 7538 W Broadway Avenue, based upon Findings of Fact 1-19 and Recommendations 1-28 of the Planner's Report dated October 26<sup>th</sup>, with changes discussed.**

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**Findings of Fact**

1. An IUP application for a Residential Dog Kennel IUP was received from Myra Shear (hereafter the "Applicant"), 7538 W. Broadway Ave (hereafter the "Property"), on October 9, 2023.
2. The application was found to be complete on October 9, 2023.
3. The 60-day review for the application terminates pm December 8, 2023. The 120-day review, if necessary, will terminate on February 6, 2024.
4. The City Council agreed to suspend enforcement of the Applicant's previous Residential Dog Kennel IUP, which expired on November 14, 2023, for one year due to extenuating circumstances.
5. The Applicant has held City Licenses and one Interim Use Permit for a residential dog kennel since 1998.
6. The Applicant keeps dogs for breeding and showing.
7. The Property is zoned Rural Residential.
8. The Property contains 8.87 acres, according to Anoka County GIS. Based on the size of the Property, a maximum of ten (10) adult dogs are allowed.
9. All dogs are kept within the residence or within kennels in an accessory building.
10. The kennel accessory structure has running water, heat and electricity.
11. The outdoor kennel runs are located more than 75 feet from the nearest property line (westerly).
12. There are no residences within 150 feet of the outdoor kennels.
13. The outdoor 'play yard', which surrounds the kennel structure and outdoor kennel runs, is entirely enclosed by a 6-foot chain link fence on three sides, and a wood privacy fence on the street-facing side.
14. The Applicant has provided certificates of rabies vaccinations for each of the ten dogs.
15. The Applicant completed the required annual review for all ten years of the previous IUP.
16. The application for a Residential Dog Kennel IUP is consistent with the kennel regulations in the City Code.
17. Anoka County Sheriff's Office was contacted on October 12, 2023 and had no records of complaints related to the presence of a Residential Dog Kennel on the Applicant's Property.
18. An Animal Control Officer conducted an inspection of the Residential Dog Kennel on October 24, 2023.
19. The Planning Commission conducted a public hearing on the proposed IUP on November 1, 2023.

**Recommendations**

1. The Applicant shall be allowed to keep a maximum of ten dogs, over the age of six months.
2. The Residential Dog Kennel IUP is contingent upon the recommendations of the Animal Control Officer.

3. Breeding, training, showing, and selling of the permitted dogs are allowed.
4. All dogs require up-to-date rabies vaccinations.
5. All dogs allowed out of doors will be contained on the Applicant's Property by a security fence, an electronic or "invisible fence", a tether, a leash, or will be under supervision and voice control.
6. Dogs kept out of doors unattended for six or more hours shall have access to water and shelter, which keeps the dog dry, allows the dog to retain body heat, and is large enough to stand, turn freely, and lie down in a natural position.
7. Dog kennels shall be kept in the current location or in any other location consistent with Section 7A-809 of the City Code.
8. Dogs shall have access to clean water at all times.
9. Dogs shall be fed nutritious foods on daily basis.
10. Food and water supplies and containers shall be kept in sanitary conditions.
11. Dog food shall be kept in locations and containers sufficient to prevent vermin infestation.
12. All dogs, including those under the age of six (6) months shall be kept in safe conditions and treated in a manner promoting the dogs' health and comfort.
13. Dog excrement shall be removed and disposed properly from out of doors containment areas on a regular basis to prevent odor and infestation.
14. All other applicable requirements and provisions for animal control, as described in Chapter 4 of the Columbus City Code, shall be met.
15. Dogs shall not be allowed to habitually bark and cause a public nuisance, as described in Chapter 5 of the Columbus City Code.
16. The Applicant shall operate the Residential Dog Kennel consistent with all other requirements of the Columbus City Code.
17. Dogs shall be kept and provided for in a manner consistent with the Minnesota Department of Agriculture's "Best management Practices for Care of Dogs and Cats by Dealers, Commercial Breeders, and Brokers," pursuant to 1994 Minnesota Laws, Chapter 642, Section 8, as may be amended from time to time.
18. The Applicant shall operate the Residential Dog Kennel consistent with the application submitted to the City.
19. Dogs shall be kept in compliance with all other federal, state, and local laws, rules, regulations, guidelines, and ordinances.
- ~~20. The Applicant shall allow City personnel and its agents access to the Property at any time, upon reasonable notice, to inspect the facilities.~~
20. The Applicant shall complete the annual permit review requirements established by the City.
21. Failure of the Applicant to complete the annual review requirements within the established timeframe required shall be grounds for permit revocation.
22. The Applicant shall allow City personnel and its agents access to the kennel facilities at any time, upon reasonable notice, to inspect the facilities.
23. Dog Kennel IUP fees are intended to cover the City's costs in administering kennel permitting, including at least one on-site inspection.

24. The costs of additional inspections and remedial actions, required as a result of prior inspection follow-ups or resulting from complaints about the facility, shall be borne by the Applicant.
  25. Issuance of a Residential Dog Kennel IUP is not a substitute for or intended to replace other applicable requirements for permits, licenses or regulations by federal, state, or other units of government.
  26. The term of the IUP shall be ten years from the date of City Council approval of the IUP, contingent upon annual administrative review and the 5-year, mid-term animal control officer compliance inspection as defined in Section 7A-809 (2 e).
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20. **PUBLIC OPEN FORUM** Nothing at this time.

21. **PLANNER COMMISSIONER'S REPORT** Nothing at this time.

22. **CITY ADMINISTRATOR'S AND PLANNING & ZONING TECH REPORT** Hahn states that Bare Home has reached out to City Offices offering a tour of their facilities to Planning Commissioners, and she asks who is interested. Commissioners Huntosh, Carver-Quinn, and Barrette express interest in a tour. Hahn says that the tours would have to be limited to two commissioners at a time, and that she'll reach out to schedule times for anyone interested.

23. **ADJOURN** *Motion* Wood. Second Bobick. Motion carried with all in favor. Meeting adjourned at 6:20 p.m.

*Eleanor Hahn*

Respectfully Submitted: Recording Secretary Eleanor Hahn.