



STEELE COUNTY
PLANNING COMMISSION AGENDA
Steele County Administration Center – 630 Florence - Owatonna, MN 55060

Monday, September 8th, 2025, at 7:00 p.m. – Steele County Boardroom

1. Call to Order:
2. Pledge of Allegiance
3. Approve Agenda:
4. Approve Minutes: (July 7th, 2025)
5. Review Building Permits
6. Public Hearing: CUP #443 Balzer (Dog Kennels)
7. Adjourn



STEELE COUNTY PLANNING COMMISSION MINUTES

Steele County Administration Center – 630 Florence - Owatonna, MN 55060

Steele County's Mission:

Driven to deliver quality services in a respectful and fiscally responsible way.

Monday, July 7th, 2025, at 7:00 p.m. – Steele County Boardroom

Call to Order:

The meeting was called to order by Chair Lammers at 7:00 pm. Present were Smith, Lammers, Gillis, Spatenka, Queen, Cole, Commissioner Brady, and staff member Brooks.

Agenda:

Motion by Spatenka, second by Queen to approve the agenda as submitted. Motion passed unanimously.

Minutes:

Motion by Queen, second by Smith to approve the June 2nd, 2025, minutes as submitted. Motion passed unanimously.

Building Permits:

The building permits for June 2025 were reviewed.

IUP 2020-03 (MS&G- Hanson Pit Renewal 2025)

This request is from MS&F- Hanson allowing Medford Sand and Gravel to mine sand and gravel on Gov't Lot 2 and Lot 3 in the SW ¼ of Clinton Falls Township on property owned by Benjamin Hanson. The property address is 4895 NW 21st Ave.

Questions and comments of the commission.

Spatenka- Have we had complaints on this gravel pit before?

Brooks- No

The public hearing was opened.

As there were no more questions or comments, the public hearing was closed.

Discussion by the planning commission.

As there were no more questions or comments, this discussion was closed.

Motion by Spatenka, second by Queen to recommend approval of IUP 2020-03 (MS&G- Hanson Pit Renewal 2025) with the following 19 conditions: (underlined is added, ~~strike through~~ is deleted)

1. Mining and processing is limited to the areas identified in the application. Before excavation can begin the boundary of the area shall be clearly marked onsite at the corners and a minimum of every 500 feet along the west and north boundary.
2. Mining is limited to a bottom elevation of 1080 feet.
3. Before excavation can begin, the permittee or operator shall furnish bond or other financial surety as approved by the county, for potential haul road repair and for site restoration. The bond or other financial surety shall be in an amount of \$5,000 per permitted acre for a total amount of \$70,000 and remain in place for 6 years from the from date of issuance of the permit.
4. Before excavation can begin the permittee shall obtain an access permit from the Steele County Highway Department and shall be required to comply with all conditions of that permit.
5. The excavation of material shall be setback a minimum of 30 feet from all property lines and 50 feet from the road right of way. Any erosion within this setback shall be immediately corrected by the permittee. Overburden may be stored within the setback area but cannot be done in a manner that directs water runoff or causes siltation onto the neighboring property. Or done in a manner that impedes the natural overland flow of water or backs water up onto neighboring properties.
6. The dewatering of the pit for mining purposes shall be prohibited.
7. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
8. The access shall be gated to deter unauthorized access.
9. Signage warning of truck traffic shall be located along County Road #9 if required by the County Highway Department. The size and placement of these signs shall be at the direction of Steele County Highway Department.
10. All trucks shall comply with the weight limits of County Road #9.
11. Trucks shall not track material from the pit onto the public road.
12. Trucks hauling material to and from this site shall not use "jake brakes"
13. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
14. Operator shall maintain the viability of any existing private drainage system at all times during the operation of the pit.
15. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and replacing topsoil.
16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. This permit expires on July 1st, ~~2025~~ 2030. All reclamation shall be completed or the permittee shall initiate the renewal of this permit before this date.
19. Truck traffic shall only enter and exit the site from the north on County Road #9. Signage shall be placed in the pit directing all traffic to the north.

Motion passed unanimously.

CUP #442 Urban Farms LLC (Cannabis Facility)

This request is from Urban Farms to use an existing building currently located on property located in the SE Corner of the SE ¼, of the NE ¼, Section 5, Medford Township, on property owned by Chris Hanke for a state-licensed cannabis operation that includes indoor cultivation, processing, and packaging. The property address is 8060 Cabot Ave, Medford.

Questions and comments of the commission.

Spatenka- Is concerned about the security of the building.

Cole- Has concerns about the smell when the plants are being processed.

Lammers- Had questions about the drying process.

Charlie Urban (with Urban Farms)- It is a natural hang drying system.

Spatenka- Is there going to be a fire suppression system in the building?

Brooks- The building will have to meet fire code.

Smith- How do you track the water usage?

Urban- We are working with the contractor to monitor our water usage.

The public hearing was opened.

Urban Farms presented the public with a presentation explaining the process of the cannabis manufacturing business, answering a lot of the questions from the Planning Commission.

Spatenka- Will Urban Farms be looking into expanding any time soon.

Urban- No, we will be running at 50% the first 6 months and hopefully at 100% within the year.

Lammers- Do you grow the plants from seed?

Anna Lieb (With Urban Farms)- At the beginning of the process yes, then we use mother plants.

Queen- Will the process be like farming, where you are busy in the spring and fall?

Lieb- We can plan it out to when we want our busy season.

Urban- It will be a perpetual harvest. We will be harvesting every single month.

Queen- How often will you expect OCM (Office of Cannabis Management) at the site?

Nicole Rash (Lanyer for Urban Farms)- We are not sure, but the site will be frequently visited by the OCM.

Scott Svenby- Has concerns about the lighting.

Urban- We will have all lights shielded to point down.

James Brady- Wanted to know what the Bi-product in the runoff water consist of, and if it could be reused for something else.

Urban- It is a water that contains fertilizer, we are working with a farmer to reuse the Bi-product on crops.

As there were no more questions or comments, the public hearing was closed.

Discussion by the planning commission.

Motion by Spatenka, second by Gillis to recommend approval of CUP #442 Urban Farms LLC (Cannabis Facility) with the following 12 conditions: (underlined is added, ~~strike through~~ is deleted)

1. This permit allows for a state licensed cannabis operation that includes indoor cultivation, processing, and packaging. Any changes in the use of this facility may require additional action by Steele County.
2. The site must be operated in a manner that does not create offensive odors to the neighboring residential used properties.
3. The site must be rodent free at all times.
4. Operations must comply with all requirements of the Office of Cannabis Management.
5. Before operation can begin, the building must be evaluated by a licensed professional and any improvements permitted and inspected by Steele County Building officials.
6. A holding tank must be installed to contain water used in the growing process per MPCA regulations.
7. If the facility exceeds 10,000 gallons a day or 1,000,000 gallons a year of water usage, the applicant must obtain an appropriation permit through the Department of Natural Resources.
8. Business hours, including trucks entering and exiting, shall only be between the hours of ~~10:00~~ 7:00 AM and ~~9:00~~ 10:00 PM. Monday thru Sunday.
9. Current screening from residential property must be maintained.
10. ~~Parking must comply with Section 1501 of the Steele County Zoning Ordinance required one parking space for each two employees on maximum shift or one space for each 500 sq. ft. of gross floor area, whichever is largest.~~ Current number of parking spaces must be maintained.
11. All lighting and signage must comply with Section 1514 of the Steele County Zoning Ordinance.
12. Once issued, this CUP may be revoked, following notice and hearing, and upon finding(s) established by the Planning Commission that the Subject Property and/or use is not in compliance with the Conditions of Approval as stated herein.

Motion passed unanimously.

Adjournment:

Motion by Spatenka, second by Queen to adjourn at 8:01 pm. Motion passed.

7 Commissioner's Report

This Page:		Total Permits		56				
Full:	\$5,890,406.90	July						
Permit	Permit Number	Name	Parcel Number	Building Type	Township	County Classification	Valuation	Date
New Single or Two Family Dwelling Application	SCR-25.083	WENCL/LOUIS R	07-016-2301	New Construction on-site	Havana TWP	Non Farm Home - New	\$350,000.00	7/1/2025
Residential Exterior Maintenance Application	SCR-25.102	OLSON/CHAD L & MARY K	11-105-0102	Roofing	Medford TWP	Building Maintenance	\$29,240.00	7/1/2025
Residential Exterior Maintenance Application	SCR-25.105	COUGHLIN/FRANCIS	02-036-4200	Windows	Summit TWP	Building Maintenance	\$5,200.00	7/3/2025
Plumbing Application	SCR-25.107	ZIMMERMAN/PHILLIP JAMES EARL	05-010-3301	New Building Construction	Somerset TWP	Garage/Storage	\$30,917.90	7/7/2025
Residential Construction Application	SCR-25.098	LIST/DAVED G & JUANITA E	13-016-1301	Deck	Deerfield TWP	Misc (Decks, Fences, Pools, etc)	\$24,000.00	7/7/2025
Residential Construction Application	EDR-25.011	TURNING POINT REAL ESTATE LLC	15-103-0116	House Remodel	City of Ellendale	Remodeling	\$14,000.00	7/7/2025
Residential Exterior Maintenance Application	SCR-25.109	LEE/JOSHUA JAMES	08-027-1203	Roofing	Owatonna TWP	Building Maintenance	\$14,155.00	7/7/2025
Commercial Construction Application	EDB-25.002	STEELE HEIGHTS HOLDINGS LLC	15-026-1003	New Construction	City of Ellendale	Commercial/Ind	\$2,691,238.00	7/8/2025
Mechanical Application	SCR-25.111	BJORKQUIST/ROBIN & STEVE	10-018-2102	New	Merton TWP	Misc (Decks, Fences, Pools, etc)	\$18,200.00	7/8/2025
Residential Exterior Maintenance Application	MDR-25.020	WIERSMA/GARY C & JUDY K	16-111-0204	Roofing	City of Medford	Building Maintenance	\$16,000.00	7/8/2025
Residential Exterior Maintenance Application	SCR-25.112	LLOYD/ERIK & ASHLEY	13-030-3301	Roofing	Deerfield TWP	Building Maintenance	\$33,900.00	7/8/2025
Residential Exterior Maintenance Application	BPR-25.052	NOBLE/STEVEN A	14-123-0206	Roofing	City of Blooming Prairie	Building Maintenance	\$17,000.00	7/8/2025
Residential Exterior Maintenance Application	BPR-25.053	KUBISTA/RONALD	14-123-0216	Roofing	City of Blooming Prairie	Building Maintenance	\$23,000.00	7/8/2025
Mechanical Application	SCR-25.113	MILLER/BRADEN	04-007-3201	Replacement	Aurora TWP	Misc (Decks, Fences, Pools, etc)	\$6,714.00	7/9/2025
New Single or Two Family Dwelling Application	SCR-25.087	KROSHUS/PATRISHA	04-010-1401	Relocation of existing home	Aurora TWP	Non Farm Home - RPL	\$270,000.00	7/9/2025
Plumbing Application	EDR-25.014	TURNING POINT REAL ESTATE LLC	15-103-0116	Alternate / Remodel / Repair	City of Ellendale	Remodeling	\$5,000.00	7/10/2025
Residential Exterior Maintenance Application	BPR-25.038	REESE/JEREMI J&	14-110-0123	Windows	City of Blooming Prairie	Building Maintenance	\$1,870.00	7/10/2025
Residential Exterior Maintenance Application	EDR-25.015	THOMPSON/MERISA	15-101-0109	Roofing	City of Ellendale	Building Maintenance	\$12,350.00	7/10/2025
Residential Exterior Maintenance Application	BPR-25.058	HOY/JUDITH D	14-103-1104	Roofing	City of Blooming Prairie	Building Maintenance	\$2,900.00	7/10/2025
Residential Construction Application	SCR-25.086	WOITALLA/ADAM & JENNA	12-022-4301	Addition	Clinton Falls TWP	Addition	\$75,000.00	7/11/2025
Residential Exterior Maintenance Application	SCR-25.115	BEISTAD/KURT A	13-014-2101	Roofing	Deerfield TWP	Building Maintenance	\$3,000.00	7/11/2025

Agricultural Building Permit Application	AGR-25.007	WINTER/RANDALL	07-002-4100	Replacement	Havana TWP	Agricultural Bldg	\$27,000.00	7/14/2025
Agricultural Building Permit Application	AGR-25.008	STRODTMAN/RICHARD A & JILL C	13-035-2101	Replacement	Deerfield TWP	Agricultural Bldg	\$100,000.00	7/14/2025
Commercial Construction Application	MDB-25.002	ULTRA OUTLETS OF MN LLC	16-109-0101	Remodel / Finish	City of Medford	Commercial/Ind	\$50,000.00	7/14/2025
Plumbing Application	MDR-25.021	JUST/CLAYTON P & SHARON J	16-111-0210	Replacement	City of Medford	Misc (Decks, Fences, Pools, etc)	\$1,000.00	7/14/2025
Residential Construction Application	BPR-25.054	KUBISTA/ANDREW K & SUSAN J	14-114-0212	Bathroom Remodel	City of Blooming Prairie	Remodeling	\$6,732.00	7/14/2025
Residential Exterior Maintenance Application	SCR-25.116	QUEEN/KYLE	10-011-1102	Roofing	Merton TWP	Building Maintenance	\$280,000.00	7/14/2025
Residential Exterior Maintenance Application	SCR-25.117	STADTHER/MARK GERARD/&	08-022-2122	Windows	Owatonna TWP	Building Maintenance	\$6,000.00	7/14/2025
New Single or Two Family Dwelling Application	BPR-25.051	JORDISON TRUSTEE/SHIRLEY A	14-129-0205	New Construction on-site	City of Blooming Prairie	Non Farm Home - New	\$550,000.00	7/15/2025
Plumbing Application	BPR-25.055	KUBISTA/ANDREW K & SUSAN J	14-114-0212	Alternate / Remodel / Repair	City of Blooming Prairie	Remodeling	\$5,771.00	7/15/2025
Plumbing Application	BPR-25.057	WURST/DEBRA A	14-111-0102	Alternate / Remodel / Repair	City of Blooming Prairie	Remodeling	\$5,091.00	7/15/2025
Plumbing Application	BPR-25.060	BUSSE/TODD M/&	14-100-1409	Replacement	City of Blooming Prairie	Misc (Decks, Fences, Pools, etc)	\$2,672.00	7/15/2025
Residential Construction Application	SCR-25.068	KERN/KENNETH G & LISA R	08-137-0101	House Remodel	Owatonna TWP	Remodeling	\$50,000.00	7/15/2025
Residential Construction Application	BPR-25.056	WURST/DEBRA A	14-111-0102	Bathroom Remodel	City of Blooming Prairie	Remodeling	\$5,939.00	7/15/2025
Residential Exterior Maintenance Application	BPR-25.061	WELCOME HOME REALTY LLC	14-100-0310	Re-Siding	City of Blooming Prairie	Building Maintenance	\$24,000.00	7/15/2025
Residential Construction Application	BPR-25.059	INGVALSON/JENNIFER L & BRENT	14-103-0209	Deck	City of Blooming Prairie	Misc (Decks, Fences, Pools, etc)	\$10,500.00	7/16/2025
Residential Construction Application	SCR-25.108	BUTTERA/CRAIG D	07-006-3104	Addition	Havana TWP	Addition	\$89,000.00	7/16/2025
Commercial Construction Application	SCB-25.014	HOLLAND/TAYLOR T/&	03-013-1302	Other	Berlin TWP	Commercial/Ind	\$200,000.00	7/17/2025
Residential Construction Application	SCR-25.113	DEMARS/GERALD J & BARBARA A	06-011-3101	Addition	Lemond TWP	Addition	\$203,789.00	7/17/2025
Residential Exterior Maintenance Application	SCR-25.118	PAAPE/BRETT L & KAYLA L	08-035-1303	Windows	Owatonna TWP	Building Maintenance	\$4,038.00	7/17/2025
Plumbing Application	BPR-25.063	SCHLUND/LISA M	14-105-0219	Replacement	City of Blooming Prairie	Misc (Decks, Fences, Pools, etc)	\$1,800.00	7/18/2025
Residential Exterior Maintenance Application	MDR-25.019	FRANK/STANLEY J & JANICE E	16-101-2516	Windows	City of Medford	Building Maintenance	\$1,000.00	7/18/2025
Residential Exterior Maintenance Application	SCR-25.119	SORENSEN/TIMOTHY D & ROXANNE	07-001-4101	Roofing	Havana TWP	Building Maintenance	\$8,000.00	7/21/2025
Demolition Permit Application	SCR-25.125	POLACEK/THOMAS J	05-028-1000	[Old House]	Somerset TWP	Misc (Decks, Fences, Pools, etc)	\$10,000.00	7/22/2025
Residential Construction Application	SCR-25.103	WARNER/CHRISTIAN S	05-028-4101	Pole Shed	Somerset TWP	Garage/Storage	\$55,000.00	7/22/2025

Commissioner's Report

Commissioner's Report

8	Total Permits			49				
This Page:	\$2,837,826.33	August						
Full:								
Permit	Permit Number	Name	Parcel Number	Building Type	Township	County Classification	Valuation	Date
Residential Exterior Maintenance Application	SCR-25.130	HAMILTON/CHRISTOPHER M	13-036-4201	Doors, Re-Siding, Roofing, Windows	Deerfield TWP	Building Maintenance	\$40,000.00	8/1/2025
Residential Exterior Maintenance Application	SCR-25.078	RINGHOFFER/JASON D/ &	05-014-4301	Doors, Re-Siding, Windows	Somerset TWP	Building Maintenance	\$25,000.00	8/4/2025
Residential Exterior Maintenance Application	MDR-25.023	KAISER/DANIEL A & MONA L	16-101-2307	Roofing	City of Medford	Building Maintenance	\$20,000.00	8/4/2025
Residential Exterior Maintenance Application	EDR-25.016	MORTENSEN/STUART L	15-105-2701	Doors	City of Ellendale	Building Maintenance	\$1,192.62	8/4/2025
Plumbing Application	BPB-25.007	CITY OF BLOOMING PRAIRIE	14-102-0301	New Building Construction	City of Blooming Prairie	Commercial/Ind	\$10,000.00	8/5/2025
Residential Exterior Maintenance Application	MDR-25.022	OUR HOMES SOUTH INC	16-101-3004	Windows	City of Medford	Building Maintenance	\$6,000.00	8/5/2025
Residential Exterior Maintenance Application	SCR-25.133	ULMAN/MARK B & MARY L	08-011-2304	Windows	Owatonna TWP	Building Maintenance	\$18,000.00	8/5/2025
Residential Exterior Maintenance Application	SCR-25.134	BENDORF/THOMAS J & SUSAN K	08-029-1400	Windows	Owatonna TWP	Building Maintenance	\$11,000.00	8/5/2025
Commercial Construction Application	SCB-25.015	HALLA/KEVIN R/ &	05-021-4103	Other	Somerset TWP	Commercial/Ind	\$50,000.00	8/6/2025
Plumbing Application	BPR-25.066	JORDISON TRUSTEE/SHIRLEY A	14-129-0205	New Building Construction	City of Blooming Prairie	Non Farm Home - New	\$35,211.00	8/7/2025
Residential Exterior Maintenance Application	SCR-25.128	ROMIN/MICHAEL D & KAREN L	08-034-3403	Windows	Owatonna TWP	Building Maintenance	\$7,407.00	8/7/2025
Residential Exterior Maintenance Application	SCR-25.137	KITTLESON/HOWARD & JANE	07-010-3402	Windows	Havana TWP	Building Maintenance	\$9,701.00	8/7/2025
Residential Exterior Maintenance Application	SCR-25.139	MENNEN/DEAN D/ &	13-011-3301	Roofing	Deerfield TWP	Building Maintenance	\$13,500.00	8/8/2025
Plumbing Application	BPR-25.062	JONATHAN BAXTER III & MELISA	14-107-0805	Alternate / Remodel / Repair	City of Blooming Prairie	Remodeling	\$3,000.00	8/11/2025
Mechanical Application	EDR-25.017	THOMPSON/MERISA	15-101-0109	Replacement	City of Ellendale	Misc (Decks, Fences, Pools, etc)	\$5,000.00	8/12/2025
New Single or Two Family Dwelling Application	SCR-25.124	WENCL/SAMUEL J & KATIE J	01-034-2000	New Construction on-site	Blooming Prairie TWP	Non Farm Home - New	\$761,314.00	8/12/2025
Plumbing Application	EDR-25.018	THOMPSON/MERISA	15-101-0109	Replacement	City of Ellendale	Misc (Decks, Fences, Pools, etc)	\$3,600.00	8/12/2025
Residential Exterior Maintenance Application	BPR-25.068	HANENBERGER/ROBERT R	14-114-0201	Roofing	City of Blooming Prairie	Building Maintenance	\$19,000.00	8/13/2025
Residential Exterior Maintenance Application	SCR-25.140	BLOUIN/CHRIS R & STACEY S	03-014-1401	Roofing	Berlin TWP	Building Maintenance	\$24,000.00	8/14/2025
Residential Exterior Maintenance Application	EDR-25.019	HAGEN/COLTON/ &	15-025-4409	Roofing	City of Ellendale	Building Maintenance	\$17,315.00	8/14/2025
Residential Exterior Maintenance Application	SCR-25.142	PLEMEL/JOSEPH ROBERT/ &	06-012-1401	Roofing	Lemond TWP	Building Maintenance	\$64,340.00	8/15/2025

Residential Construction Application	SCR-25.132	BOYUM/BRADLEY S/&	07-011-3301	Pole Shed	Havana TWP	Garage/Storage	\$63,360.00	8/18/2025
Residential Exterior Maintenance Application	BPR-25.069	BRAATEN/ROBERT C & CAROL A	14-025-3039	Roofing	City of Blooming Prairie	Building Maintenance	\$18,167.00	8/18/2025
Residential Exterior Maintenance Application	EDR-25.020	DOMEIER/MARK A & MICHELLE J	15-025-4326	Roofing	City of Ellendale	Building Maintenance	\$17,700.00	8/18/2025
Mechanical Application	SCR-25.135	ZIMMERMAN/PHILLIP JAMES EARL	05-010-3301	New	Somerset TWP	Misc (Decks, Fences, Pools, etc)	\$62,000.00	8/19/2025
New Single or Two Family Dwelling Application	SCR-25.129	HINES/HEATHER LYNN	02-005-4402	New Construction on-site	Summit TWP	Non Farm Home - New	\$250,000.00	8/19/2025
Residential Exterior Maintenance Application	SCR-25.143	KAVITZ/JEAN R/&	05-019-4100	Roofing	Somerset TWP	Building Maintenance	\$12,100.00	8/19/2025
Residential Exterior Maintenance Application	SCR-25.122	MATEJCEK TRUSTEE/ROBERT M/&	10-021-1000	Roofing	Merton TWP	Building Maintenance	\$13,100.00	8/19/2025
Residential Exterior Maintenance Application	EDR-25.021	KNUDSON/ALAN D & KATHLEEN L	15-105-2703	Re-Siding, Roofing	City of Ellendale	Building Maintenance	\$40,156.00	8/19/2025
Plumbing Application	SCR-25.106	ZIMMERMAN/PHILLIP JAMES EARL	05-010-3301	New Building Construction	Somerset TWP	Non Farm Home - New	\$54,317.21	8/20/2025
New Single or Two Family Dwelling Application	SCR-25.104	ZIMMERMAN/PHILLIP JAMES EARL	05-010-3301	New Construction on-site	Somerset TWP	Non Farm Home - New	\$750,000.00	8/21/2025
Residential Construction Application	SCR-25.141	BUCK/DANIEL W & JENNIFER E	05-017-1200	Pole Shed	Somerset TWP	Garage/Storage	\$55,000.00	8/21/2025
Residential Exterior Maintenance Application	BPR-25.070	BUSHO/STEVEN/&	14-112-0301	Roofing	City of Blooming Prairie	Building Maintenance	\$1,937.84	8/21/2025
Residential Construction Application	BPR-25.067	WEBER/RYAN L & HEATHER N	14-114-0227	Deck	City of Blooming Prairie	Misc (Decks, Fences, Pools, etc)	\$8,000.00	8/22/2025
Residential Exterior Maintenance Application	SCR-25.146	PRCHAL/JOSEPH & KELLI	13-025-3202	Re-Siding, Roofing	Deerfield TWP	Building Maintenance	\$1,500.00	8/25/2025
Residential Exterior Maintenance Application	SCR-25.147	SIMON/EUGENE A & JANET K	04-004-1401	Roofing	Aurora TWP	Building Maintenance	\$8,500.00	8/25/2025
Residential Exterior Maintenance Application	BPR-25.071	CHRISTIANSON/NOLAN/&	14-117-0303	Roofing	City of Blooming Prairie	Building Maintenance	\$28,330.00	8/26/2025
Residential Exterior Maintenance Application	BPR-25.072	LAMOTTE/DERRICK	14-108-0107	Roofing	City of Blooming Prairie	Building Maintenance	\$26,186.97	8/26/2025
Residential Construction Application	SCR-25.127	LAUVER/LOREN D & RITA M	11-018-4404	Pole Shed	Medford TWP	Garage/Storage	\$90,000.00	8/27/2025
Residential Construction Application	SCR-25.150	SIMON/EILYNE G	02-003-1101	Bathroom Remodel	Summit TWP	Remodeling	\$14,000.00	8/27/2025
Residential Exterior Maintenance Application	BPR-25.073	IVERSON/BONNIE L	14-100-0101	Roofing	City of Blooming Prairie	Building Maintenance	\$15,960.00	8/27/2025
Residential Exterior Maintenance Application	MDR-25.024	HACHFELD/DUSTIN JOHN	16-100-1207	Roofing	City of Medford	Building Maintenance	\$15,000.00	8/27/2025
Residential Construction Application	SCR-25.148	SCHOLLJEGERDES/JAMES & CHANDRA	12-028-4310	House Remodel	Clinton Falls TWP	Remodeling	\$40,000.00	8/28/2025
Residential Exterior Maintenance Application	BPR-25.074	BUSHO/RICHARD A & DOREEN T	14-117-0202	Roofing	City of Blooming Prairie	Building Maintenance	\$24,925.69	8/28/2025

Staff Report
for
Conditional Use Permit Application #443
Balzer – Dog Daycare and Boarding

Applicant:

Eva and Reid Balzer

Property Owner(s):

Eva and Reid Balzer

Property Address:

4997 NE 60th St
Owatonna, MN 55060

Property Legal Description:

All that part of the West Half of the Southeast Quarter of Section 17, Township 108 North, Range 19 West, Steele County, Minnesota, described by:

Commencing at the northeast corner of said Southeast Quarter thence North 89 degrees 50 minutes 19 seconds West, assumed bearing, 2094.00 feet along the north line of said Southeast Quarter to the True Point of Beginning; thence South 00 degrees 09 minutes 41 seconds West 275.00 feet; thence North 89 degrees 50 minutes 19 seconds West 482.93 feet; thence North 00 degrees 09 minutes 41 seconds East 275.00 feet to the north line of said Southeast Quarter; thence South 89 degrees 50 minutes 19 seconds East 482.93 feet to said True Point of Beginning. Subject to public highway easement along the north line of said Southeast Quarter. Subject to other easements and restrictions of record, if any.

Project Description:

Dog Daycare Business for a maximum of 15 dogs. This could be a mixture of overnight and daycare dogs, up to 15 dogs at one time. Overnight dogs will be limited to 8 dogs at one time.

Zoning District:

Agricultural

Reason for Conditional Use Permit Application:

Section 704.6 of the Steele County Zoning Ordinance allows kennels as a conditional use in the Ag. District.

General Criteria for Issuing Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The proposal should have no impact on parks, schools, or streets. Electricity is already provided to the site. The site is serviced by a private well and septic.

2) The use is sufficiently compatible, separated, or screening from adjacent agricultural or residential land so that existing properties will not be depreciated in value:

The site is located on a parcel containing a dwelling and garage. It is in close proximity to the family's dairy farm. This area of the county is agriculture and scattered rural residences. The proposed dog daycare should have no impact on the neighboring agricultural uses.

The nearest neighboring residence is located approximately 250 feet south. The next two neighboring residences are minimum 2500 feet from the proposed site. Noise from barking dogs is the biggest potential effect that could be of concern to the nearest of these neighbors. In previous permitting of kennels, we have put a limit on the hours that dogs may be outside to mitigate any potential effects from barking dogs. We

have not been consistent with the hours but we have previously required animals to be inside between 7:00 PM to 6:00 AM. The applicant is proposing to have the facility open from 6:00 am to 6:00 pm.

3) The appearance will not have an adverse effect on adjacent properties:

The proposal is to use a portion of their existing 30 x 40 garage to house the dogs with an outside fenced side and backyard. Section 1507.02 requires fences or screening to be 25 feet from road right of ways. The proposed fencing meets this requirement, being approximately 100 feet from road right-of-way.

4) The use is related to the needs of the County and to the existing land use:

The existing land use of the is rural building site. The garage will be required to meet building code for the proposed use.

5) The use is consistent with the purpose of the zoning ordinance and zoning district:

The zoning ordinance allows kennels as a conditional use in the agricultural district.

6) The use will not cause a traffic hazards or congestion:

Traffic would consist of vehicle traffic dropping the dogs off in the morning and picking them up at night. If the facility housed the maximum of 15 dogs, that could equate to 30 trips per day. The average single-family residence has 10 vehicle trips per day to and from the residence. This location shares a driveway with another home & dairy farm. The Steele County Highway department has indicated the road is adequate to handle this amount and type of traffic.

7) Existing businesses will not be adversely affected because of curtailment of customers trade:

The family's dairy farm is located within 250 feet of the site. There are other feedlots in the area but no other businesses. This proposal should not affect the nearby feedlot.

8) Adequate utilities, access roads, drainage and necessary facilities will be provided:

Access: The current access onto County Road 12 will be used.

Drainage: Drainage should not change from existing.

Water: Water is provided by a private well.

Sewage: Sewage is treated by a private septic system. Waste from the Dog Daycare and Boarding will not go into the septic system.

Staff Comments:

If the Planning Commission recommends approval of this application, they may wish to consider the following conditions:

1. This permit allows for the boarding of dogs. It does not permit the breeding and selling of animals.
2. Kennel is permitted for a maximum of 15 dogs.
3. Dogs must be kept inside between the hours of 7:00 P.M. to 6:00 A.M.
4. All buildings shall meet building code for their intended use. Owner shall comply with any requirements that result from the change in use of the structure. Any remodeling or new construction on the parcel is to adhere to all Steele County codes and ordinances.
5. Solid dog waste shall be cleaned up and disposed of in an approved manner.
6. Any fencing must be a minimum of 25 feet from the road right-of-way.
7. Operator is responsible to obtain all other federal, state, and local permits and regulations including but not limited to the Department of Agriculture, Board of Animal Health and the Minnesota Pollution Control Agency.

Proposed Kennel Location

10-017-2401

Neighboring Residence

10-017-2001

Family Dairy Farm

10-017-2300



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Balzer Site Map

September 03, 2025



