



AGENDA – REGULAR MEETING
6:00 p.m., August 21, 2016

Planning Commission

- 1. CALL TO ORDER**
- 2. ROLL CALL (Quorum is 4)**
- 3. APPROVAL OF AGENDA (Unanimous additions required)**
- 4. APPROVAL OF MINUTES (Unanimous additions required)**
 - A. Planning Commission Minutes of April 17, 2017
 - B. Planning Commission Special Meeting Minutes of August 19, 2017
- 5. PUBLIC COMMENTS**
- 6. PUBLIC HEARINGS**
 - A. Consider Amendments to Zoning Ordinance to define “Artisan Manufacturing” and to establish it as a Conditional Use in the Central Business District and other Commercial districts
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
- 9. REPORTS OR COMMENTS: Staff, Chair, & Commission Members**
 - A. Healthy Communities Update
 - B. Comprehensive Plan Update
- 10. ADJOURNMENT**

**OSSEO PLANNING COMMISSION MINUTES
REGULAR MEETING
July 17, 2017**

1. CALL TO ORDER

The regular meeting of the Osseo Planning Commission was called to order by Chair Plzak at 6:00 pm, Monday, July 17, 2017.

2. ROLL CALL

Present: Commission members Dee Bonn, Deanna Burke, Neil Lynch, Michael Olkives, Alden Webster, and Chair Barbara Plzak

Absent: Commissioner Ken Zopfi

Others present: City Planner Nancy Abts

3. APPROVAL OF AGENDA

A motion was made by Bonn, seconded by Burke, to approve the Agenda as presented. The motion carried 6-0.

4. APPROVAL OF MINUTES

A. Approve April 17, 2017, Minutes

A motion was made by Lynch, seconded by Webster, to approve the April 17, 2017, minutes. The motion carried 6-0.

5. PUBLIC COMMENTS

Chair Plzak 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. Consider Zoning Ordinance Amendment to §153.090-097 "SIGNS" and CHAPTER 153: (ZONING) APPENDIX C "DISTRICT SIGN REGULATIONS"

Abts stated the City is proposing an update to Osseo's sign code. These changes will update the code in regards to recent legal changes. Changes will also better organize the sign code and to facilitate code enforcement. The sign code has been added to, but not substantially revised, since its adoption in 1994.

Abts reported the sign code is part of the City's Zoning Ordinance. Because of this, a Public Hearing must be held prior to any changes. Most changes to the sign code are changes to language, not to the effect the code has on signs. Big changes to the size or types of signs allowed are not proposed. However, the way to determine the total amount of signage a property can display has changed. It is now based on the type of property or its size only; there are no longer requirements based on a sign's message. For example, Address Signs, For Sale/Lease Signs, Motor Fuel Station Signs, etc.—are not included in the update. The

proposed changes are not based on the type of content on the sign. Instead they focus on the “type of sign” on the basis of size, construction, and location.

Abts explained the introduction to the ordinance, the *Findings, Purpose and Intent, and Effect* section, has been updated to reflect new legal standards. The wording and organization is also clarified and condensed in the new ordinance. Some of the procedures used to administer the ordinance will also change. Under the existing sign code, certain small signs and certain types of signs do not require permits. The proposed changes clarify and somewhat increase the types of signs that do not need a permit. The proposed changes allow small and simple signs like lower-level window signs, banners, and small freestanding signs to be posted on private property without a permit. This recognizes that most businesses do not often apply for permits for these types of signs. It also facilitates free speech. Whether or not a permit is required, signs still must comply with the ordinance. Staff requested the Planning Commission hold a Public Hearing and recommend the City Council approve the proposed changes to the zoning ordinance.

Olkives asked how signage square footage would work for multiple businesses in one building. He questioned if the total signage allowed would be divided by the number of businesses in one building. Abts explained the City has not typically been involved in allocating signage per tenant, but rather has left this up to the landlord to work out with the tenants.

Lynch clarified that it was the landlord’s responsibility to ensure the building did not go over the allowable sign square footage on the building. Abts reported this was the case and provided further details on how the City contacted landlords and tenants regarding signage concerns.

A motion was made by Bonn, seconded by Lynch, to open the Public Hearing. The motion carried 6-0.

A motion was made by Lynch, seconded by Bonn, to close the public hearing at 6:30 p.m. The motion carried 6-0.

Abts commented further on the City permitting requirements for smaller signs.

A motion was made by Bonn, seconded by Webster, to recommend the City Council approve the proposed changes to the zoning ordinance. The motion carried 4-2 (Olkives and Lynch opposed).

7. OLD BUSINESS – None
8. NEW BUSINESS – None
9. REPORTS OR COMMENTS: Staff, Chair & Commission Members
 - A. Healthy Communities Update

Abts indicated the Healthy Communities initiative continues in Osseo. She anticipated a demonstration project would be held in the coming months.

10. ADJOURNMENT

A motion was made by Webster, seconded by Lynch, to adjourn the meeting at 6:36 pm. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

Minutes from the August 19 Planning Commission Special Meeting will be available for review on the evening of August 21.



Osseo Planning Commission Meeting Item

Agenda Item: Consider Amendments to Zoning Ordinance

Meeting Date: August 21, 2017
Prepared by: Nancy Abts, City Planner

Attachments: Application
 Public Hearing Notice
 Draft Ordinance
 Comprehensive Plan Excerpts
 Zoning Map

Policy Consideration:

The City has received an application for a change to the Zoning Ordinance to allow their business to operate in the Central Business District.

Previous Action or Discussion:

The Planning Commission held a Special Meeting on Saturday, August 19. The meeting was to tour the applicant's current location in downtown Monticello. The meeting can inform the discussion of Artisan manufacturing and potential impacts.

The City last approved a zoning ordinance amendment to support a business in 2014. That change established the Highway Commercial (C2) North and South districts. It also allowed warehousing as a conditional use in the C2-South district. After the amendment, Ceramic Industrial Coatings built their new warehouse.

Background:

Basis for Application

Per the City's Zoning Ordinance § 153.152 AMENDMENTS; PROCEDURES., an amendment to the zoning ordinance can include a change in any of the zoning provisions. This includes allowed uses. These changes can be requested by property owners, the Planning Commission and City Council.

Proposed Amendment

The proposed amendment will define "Artisan manufacturing". It will establish this new use as a conditional use in the Central Business District (CBD). It also establishes parking requirements for "Artisan manufacturing" uses. Uses in the CBD are also allowed by reference in the Highway Commercial and Manufacturing zones. So, this change would apply to all of the city's commercial districts, unless other zones' requirements are updated to exclude this use.

Definition

Under the proposed amendment, "Artisan manufacturing" would be defined as:

- *The production of goods by the use of hand tools or small-scale, light mechanical equipment occurring solely within an enclosed building;*

- *where such production requires no outdoor operations or storage,*
- *and where the production, operations, and storage of materials related to production occupy no more than 75% of gross floor area*
- *and are accompanied by a retail store front.*

The proposed definition also establishes requirements for the public-facing and retail space.

- *At least 25% of the gross floor area of each building where artisan manufacturing uses take place must be customer-serving retail and display space that is open to the public during the business' operating hours.*

Most importantly, the definition establishes Artisan Manufacturing's impacts on other properties.

- *Artisan manufacturing uses must have negligible negative impact on the urban fabric, surrounding properties, water resources, air quality, and/or public health.*

Uses considered Artisan Manufacturing are listed in the definition.

- *Typical uses include, but are not limited to,*
 - *production of alcohol including certain breweries and microdistilleries as allowed by City Code and State law;*
 - *woodworking and cabinet shops, ceramic studios, jewelry manufacturing, welding and metal fabricators, upholsterers, and similar types of arts and crafts;*
 - *and food processing.*

Conditional Approval

The amendment makes Artisan Manufacturing a Conditional Use in the city. New Artisan Manufacturing businesses would need a CUP to operate in Osseo. The CUP's conditions would ensure the business's "negligible negative impact" on its environment. However, any business that meets the conditions could receive an Artisan Manufacturing CUP.

Parking

Osseo's Off-Street Parking Requirements are also updated to include parking for Artisan Manufacturing. Using hand tools and small-scale equipment, requires employees than traditional mechanized processes. Traditional manufacturing uses require one parking space for every two employees on the maximum shift, or one space for each 2,000 square feet of floor area--whichever is larger. For Artisan Manufacturing, the proposed requirement is one space per employee or 1,000 square feet, again using the larger number.

Precedents

"Artisan Manufacturing" has been introduced throughout the country in recent years. A variety of communities have found it to be a good fit. Nashville, TN adopted an Artisan Manufacturing Zoning Amendment in 2015. Nashville's amendment followed a recommendation from their Arts Commission. Bozeman, MT has found it useful for supporting small startup businesses since its adoption in 2013. New Hanover County, NC also approved the use in 2016.

More locally, Hopkins, Minnesota allows Artisan shops as an approved use. Hopkins allows Artisan shops to include an area for crafting items being sold. Staff has not encountered any other Minnesota communities that allow "Artisan Manufacturing".

Level of City Discretion in Decision-Making

The City has broad ability to approve or deny zoning ordinance amendments.

Per the League of Minnesota Cities' "Zoning Guide for Cities"¹:

...Rezoning is a legislative act and needs only to be reasonable and have some rational basis relating to public health, safety, morals, or general welfare. A rezoning decision must be supported by findings of fact that indicate the city's rational basis for the rezone. If the city has followed a comprehensive planning process, the findings of fact should also indicate that the decision is consistent with the city's comprehensive plan...

The City has considerably less discretion when administering the zoning ordinance—for example, when reviewing an application for a Conditional Use Permit. The Zoning Guide states:

...It is important to stress that conditional uses, like permitted uses, must be allowed if the applicant can prove that the application meets all of the conditions and requirements of the city's ordinance and will not be detrimental to the health, safety and welfare of the public. As a result, the list of conditional uses should only contain uses that the city is certain should be allowed once appropriate conditions are met...

The Planning Commission should keep these factors in mind while evaluating the application.

Consistency with Comprehensive Plan

The City's current Comprehensive Plan emphasizes form-based restrictions. It focuses on building characteristics and is more flexible with uses. This approach is consistent with adaptive reuse of existing buildings in the community.

Consistency in Downtown Core Mixed Use Districts

The city's comprehensive plan advocates for a balanced approach to redevelopment in the city. Mixed uses that support Osseo's "traditional small town character and quality-of-life amenities" are encouraged.

Artisan manufacturing uses seem to fit well with stated interest in "specialty retail shops targeting niche customers/product categories, arts/cultural features, entertainment, and tourism (specifically historical or recreation based)"². Osseo's relatively older and smaller retail spaces may be better suited to artisan uses. Allowing Artisan manufacturing uses may help "[encourage] reinvestment in buildings [and] sites...in downtown and along Bottineau Boulevard (County Road 81)".

The desired land use in the Central Business District

represents a mix of uses that are typically found along a traditional small town 'main street'. Land uses include retail, services, entertainment, civic, institutional, housing, and office that are mixed within the core downtown area or mixed within single buildings. Development in this category will have 100% active retail, services or entertainment uses on the street level of buildings... (p.4-13)

Artisan manufacturing reflects a business model that was common throughout history.

Additionally, the required retail storefront is consistent with the stated land use goals. Expanding the a diversity of uses in the city's Central Business District by allowing Artisan manufacturing would support the Comprehensive Plan's **Mixed-Use Land Goal #2-Create a downtown are that provides a healthy and compatible mix of uses**, including retail services, institutional, residential, office, and open space.

¹ League of Minnesota Cities. (2015, January 20). Zoning Guide for Cities. Retrieved from League of Minnesota Cities Resource Library: http://www.lmc.org/media/document/1/zoning_guide.pdf?inline=true

² All comprehensive plan references to: Hoisington Koegler Group, Inc. (2009, May). City of Osseo 2030 Comprehensive Plan Update. Retrieved from DiscoverOsseo.com: http://www.discoverosseo.com/files/1413/6700/0998/2030_Osseo_Comprehensive_Plan_-_May_2009.pdf

Consistency in Commercial and Industrial Areas

Commercial areas are intended to provide larger scale retail and service uses. These could include Artisan manufacturing services and associated retail components.

Industrial areas support Light Industrial land use, which could also include Artisan manufacturing. The comprehensive plan supports light industrial developments with a relatively higher number of jobs per acre. Due to the use of hand tools or small-scale, light manufacturing equipment, Artisan manufacturing includes more jobs than other forms of manufacturing.

Conclusion

For these reasons, staff believes no Comprehensive Plan Amendment would be needed to allow an Artisan manufacturing use in the city's commercial districts. The land use appears does not seem to be inconsistent with the Comprehensive Plan for Downtown Core Mixed Use, Commercial, or Industrial Areas.

Budget or Other Considerations:

Under State Law, cities have 60 days to issue a final decision on zoning applications. (This deadline can be extended by the City by up to 60 days, if more time is needed to consider the application). If the city does not issue a decision within the time allowed, the application is automatically approved. The 60-day deadline for this application is September 18, 2017.

The proposed definition includes "production of alcohol including certain breweries and microdistilleries as allowed by City Code and State law". The city's liquor licensing ordinance does not currently support licenses for breweries, microbreweries, or microdistilleries. Before any of these businesses could operate in the city, those ordinances would need to be updated. The city may also choose to not include production of alcohol in the list of Artisan Manufacturing uses. It could be added after the liquor licensing requirements are in place. It could also not be an allowed Artisan Manufacturing use.

City Goals Met By This Action:

- 2) Foster and promote economic development in the City
- 8) Update the City Code
- 10) Develop and implement the Comprehensive Plan Update
- 14) Promote a healthy and high quality standard of living

Options:

The Planning Commission should hold a public hearing on the proposed amendment to the Zoning Ordinance.

Following the public hearing, the Planning Commission may choose to ***make a following recommendation*** to the City Council:

1. Approve the Ordinance Amending Chapter 153 of the City Code Related to Artisan Manufacturing Uses;
2. Approve the Ordinance Amending Chapter 153 of the City Code Related to Artisan Manufacturing Uses with noted changes/as amended;
3. Deny the Ordinance Amending Chapter 153 of the City Code Related to Artisan Manufacturing Uses;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the Planning Commission carefully consider the application and supporting analysis, and use their judgement in making a recommendation to the City Council.

Next Steps:

The item will be placed on a subsequent City Council meeting for consideration and approval. Typically, Ordinance Amendments undergo two readings before the City Council, although this requirement can be waived unanimously. Approved Ordinances typically take effect upon publication.

CITY OF OSSEO**Application for Zoning Code Amendment**

415 Central Avenue, Osseo, MN 55369

Phone 763.425.2624

Fax 763.425.1111

Property Information:Site address: 340 Central Avenue, Osseo mnProperty identification number: 18-119-21-22-0137Current zoning: CBD Property size (square footage): 64.25 x 165 10,601.25 square feetDescription of request: * See AttachedReason for request (list the undue hardships of your request – attached more if necessary): * See attached**Applicant Information:**

union speed + style

Name: Daytime phone: 612-226-0181Address: 112 West River Street, Monticello, mn 55362

Applicant agrees to reimburse the City of all legal and/or engineering costs incurred by the City, provide 15 copies (11x17) of site plan/drawings/survey for submittal, and pay any additional water and/or sewer assessments that may be due pending a check of City records.

Signature: Jesse Dickinson Date: 7-20-17**Property Owner Information:**Name: Premier Bank Daytime phone: 763-493-3456Address: 301 Central Ave, Osseo mn 55369
Attn: Thomas KiernSignature: [Signature] Date: 7-20-17

The City of Osseo requires that the Property Owner sign and date all land use applications. Applications will not be accepted unless the Property Owner has signed the application.



415 Central Avenue
Osseo, MN 55369
Phone 763.425.2624
Fax 763.425.1111

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application.

I have read and understand the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

I further understand that additional fees incurred by the City such as engineering or legal costs will be my responsibility.

I agree to allow access by City personnel to the property for purposes of review of my application and to erect a temporary sign indicating the application proposed.

Date

7/20/17

Signature of Applicant

[Handwritten Signature]

Name and Address of Applicant
(Please Print)

Section Speed + Style

112 West River Street

P.O. Box 524

Monticello, MN 55362

Phone Number

612-226-0181

Email Address

Dimazeav@gmail.com

Name and Address of Contact
(If Other Than Applicant)

Phone Number

Email Address

July 20, 2017

Union Speed and Style
112 West River Street
Monticello, MN 55362

City of Osseo, MN
415 Central Avenue
Osseo, MN 55369

To Whom It May Concern:

We, the owners and operators of Union Speed and Style, are seeking a conditional use permit and zoning code amendment for our business; location 340 Central Avenue, Osseo, previously the bottlers supply building (Osseo Sports). We have operated our coach building company at our current location in Monticello since 2004, specializing in high end coach build style metal fabrication on vintage automobiles and motorcycles. Due to the quality and vintage of our restorations, we require a venue and community that complements our work and we believe the 340 Central Avenue building offers what we've been seeking for many years. Our aim is to restore and preserve the bottlers exchange building to its original glory, transforming it from its current ignored state into a destination-style attraction that will excite and reinvigorate the space and surrounding community.

Our business plan with this property allows us to contribute to the flourishing downtown we see today, and offers the same opportunity for other organizations to join this effort as well. Our concept drawings feature an ice cream shop to the north providing patrons a chance to step back in time and purchase an ice cream cone from a vintage-themed ice cream shop, walk across the street to Veteran's Park and think back fondly on old memories or make new ones together in our community. Of course, this tenant space may accommodate a variety of other businesses as well and would offer both full-time and part-time employment opportunities, depending on the tenant that ultimately occupies the space.

Union Speed & Style would occupy the remaining space of the 340 Central Avenue building as our coach building workspace and showroom. The entire front of the building facing Central Avenue would become our retail showroom and client meeting space – approximately 25% of the total space. The back 75% of the building would be used as physical work space to include light metal fabrication and upholstery. We do not have plans or desire to do paint work (refinishing) at this location. With this new space, we would be employing 6-10 full time individuals as well as several part time positions. Our business is unique in that our work requires a client's project spend a significant amount of time in our space and vehicles do not transition in and out frequently. Most of the projects we work on are with us for several months and some projects take years.

In addition to the 340 Central Avenue building, we would be preserving the building located to the south as another potential tenant space. This space is shown as a small brewery in the drawings but again, the space could also be used for any number of potential businesses, for example, a law office, small diner, art gallery, book store, etc.

We cannot stress enough to you how very excited and passionate we feel about preserving history and heritage. It is at the core of everything we do and is how we've become world renowned and highly

respected in our industry. We very carefully chose the 340 Central Avenue building specifically because of its rich history and location within the city limits of a bustling historic town. Jordan and I grew up in the small town of Monticello and have always loved and appreciated Osseo for the sense of community you feel as you shop and explore the city. Osseo is the kind of community we want to embrace and contribute to and we believe the feeling is reciprocal in a town like this.

We plan to meet with the city council next month to convey our ideas and concepts for the use of the building that we are purchasing. We look forward to having more discussion at that time but I am also available to take your phone call before then and will happily answer any questions you may have.

Sincerely,

Jesse Dickinson and Jordan Dickinson

Owners & Operators

Union Speed and Style

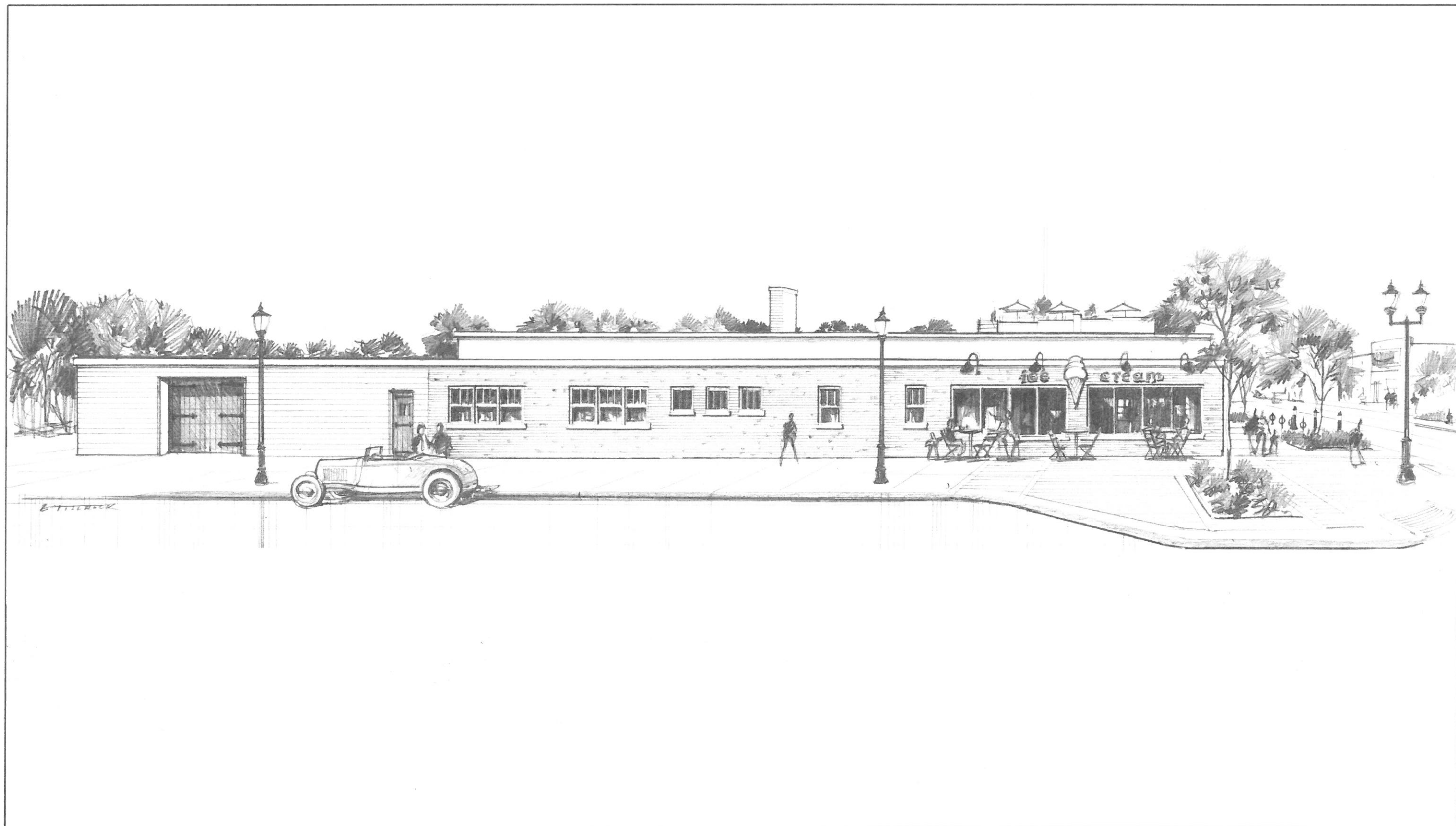
A handwritten signature in blue ink, which appears to read "Jesse L. Dickinson", followed by the date "7-20-17".

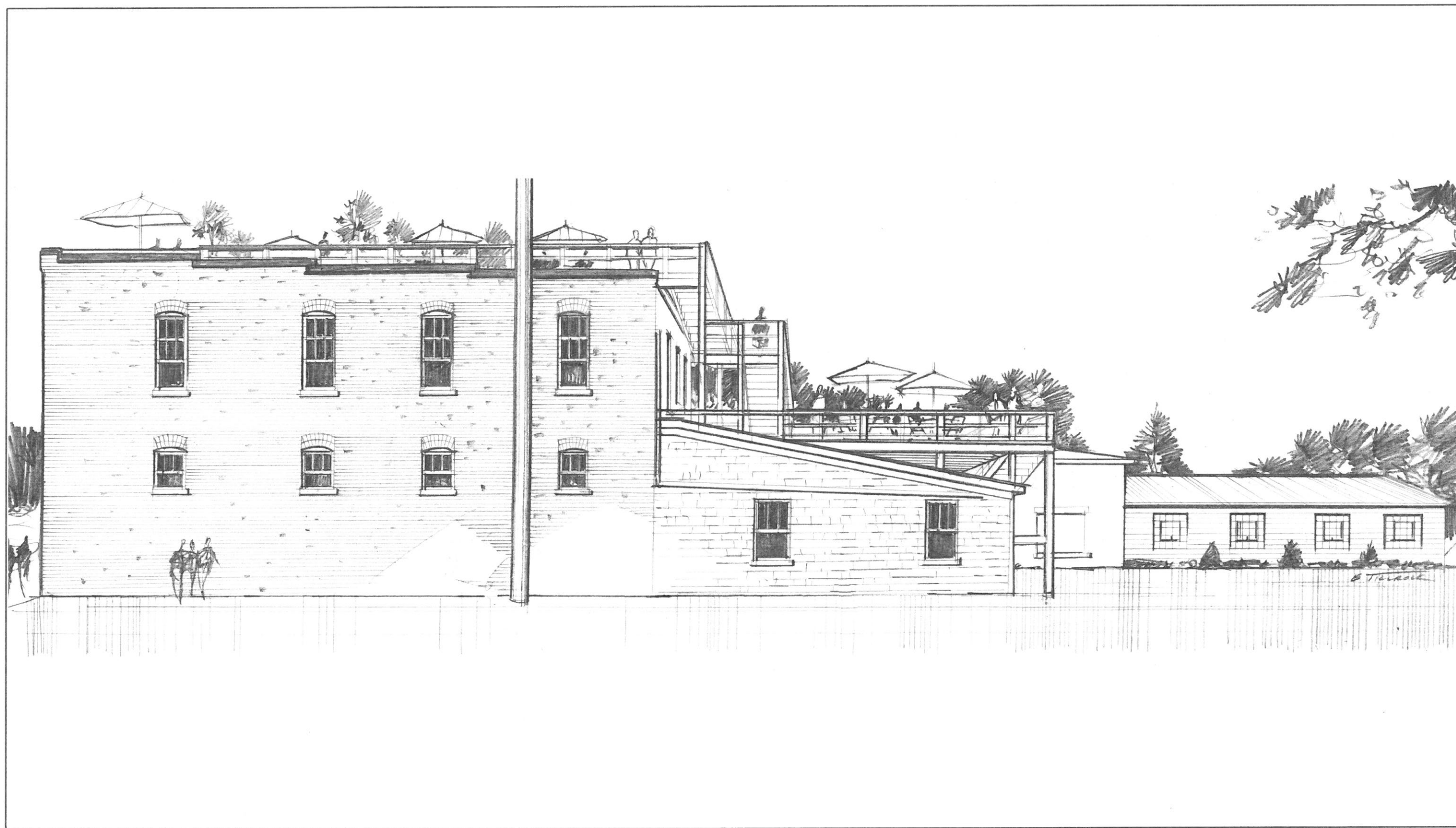
Contact Us:

Jesse Dickinson 612-226-0181

Jordan Dickinson 763-229-2019







CITY OF OSSEO

NOTICE OF PUBLIC HEARING:

ZONING CODE AMENDMENT

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Osseo, Minnesota will hold a public hearing at City Hall, 415 Central Avenue at 6:00 p.m. on Monday, August 21, 2017 to consider, among other items, a request of the applicant, Union Speed and Style, for an amendment to Osseo City Zoning Ordinance to define "Artisan Manufacturing" and to establish it as a Conditional Use in the city's Commercial districts, including the Central Business District.

Any person wishing to express an opinion on the matter to be considered at the public hearing will be heard orally or in writing. Osseo City Code is available for public review at Osseo City Hall during regular business hours, Monday – Thursday 7:30 a.m. to 5:00 p.m. and Friday 7:30 – 11:30 a.m. For additional information, please call the City of Osseo at 763-425-1454.

Nancy S. Abts
City Planner

Published in the August 10, 2017 Edition of the Osseo/Maple Grove Press

Ordinance No. 2017-__

**CITY OF OSSEO
HENNEPIN COUNTY**

**AN ORDINANCE AMENDING CHAPTER 153
OF THE CITY CODE RELATED TO ARTISAN MANUFACTURING USES**

THE CITY COUNCIL OF THE CITY OF OSSEO HEREBY ORDAINS:

Section 1. Section 153.009 of the Osseo City Code is amended by adding the following definitions in appropriate alphabetical order:

MANUFACTURING. To bring something into being by forming, shaping, combining, or altering materials.

MANUFACTURING, ARTISAN. The production of goods by the use of hand tools or small-scale, light mechanical equipment occurring solely within an enclosed building; where such production requires no outdoor operations or storage, and where the production, operations, and storage of materials related to production occupy no more than 75% of gross floor area and are accompanied by a retail storefront. At least 25% of the gross floor area of each building where artisan manufacturing uses take place must be customer-serving retail and display space that is open to the public during the business' operating hours. Artisan manufacturing uses must have negligible negative impact on the urban fabric, surrounding properties, water resources, air quality, and/or public health. Typical uses include, but are not limited to, production of alcohol including certain breweries and microdistilleries as allowed by City Code and State law; woodworking and cabinet shops, ceramic studios, jewelry manufacturing, welding and metal fabricators, upholsterers, and similar types of arts and crafts; and food processing.

OUTDOOR STORAGE. Storage of any property not fully enclosed in a building.

Section 2. Section 153.037 (C) of the Osseo City Code is amended as follows:

(C) *Conditional uses.* Commercial establishments. In order to illustrate the types of establishments which this division is designed to cover, the following examples are set forth. These examples are not meant to illustrate the only establishments intended to be covered:

- (1) Essential service structures and uses;
- (2) Entertainment and amusement services such as arcades, billiards, bowling alleys, lounges, clubs, and lodges;
- (3) Private institutions (e.g., convalescent housing, infirmaries, nurseries, and schools);
- (4) Dry cleaning;
- (5) Blueprint and photocopying establishments;
- (6) Pet shops;
- (7) Seasonal businesses;

- (8) Commercial businesses such as on- or off-sale liquor establishments (taverns, pubs) and restaurants intending to sell or serve liquor as part of regular business; ~~and~~
- (9) Artisan manufacturing businesses; and
- ~~(9)-(10)~~ Any other uses determined by the city to be the same or similar type uses.

(D) *Lot requirements and standards.* Refer to Appendix A of this chapter.

Section 3. APPENDIX B: OFF-STREET PARKING SPACE REQUIREMENTS is amended by adding the following:

<i>Use</i>	<i>Minimum Number of Parking Spaces</i>
Artisan manufacturing	At least one parking space for each employee on maximum shift or one parking space for each 1,000 square feet of floor area, whichever is the larger

Section 4. This ordinance shall take effect and be in force from and after its passage and publication according to law.

Adopted by the City Council this ____ day of _____, 2017.

ATTEST:

Mayor

City Clerk

First reading: _____, 2017

Second reading and adoption: _____, 2017

Published: _____, 2017, *Osseo-Maple Grove Press*

3 Vision and Guiding Principles

The Vision

The community's vision and guiding principles embody the community's desires and intentions for its future by creating a picture of what the community should become. The guiding principles provide a means for guiding and evaluating future efforts to achieve the plan's vision. Together, the vision and guiding principles provide the big picture view necessary for future planning and decision-making.

Osseo's traditional small town character, rich history, and friendly hometown feel make the city a truly unique and desirable place for living, working, shopping, and visiting within the Twin Cities metropolitan area. The city values traditional small town quality-of-life amenities, including: attractive neighborhoods with a diverse mix of older traditional homes and new housing choices for residents at all stages of life; the vitality of Central Avenue's traditional "main street" character with its community-oriented shops, services, restaurants and activities; schools (elementary, junior, and senior) with walkable access for families; attractive and safe streets; inviting public gathering places; and the excellent walking/biking environment. Osseo offers a unique opportunity for residents to live in a small town within a major urban center.

Osseo is a special and thriving community in the Twin Cities because it has what other places can only aspire to have--authentic small town character and passionate, involved, diverse, forward-thinking citizens willing to act with an eye toward the community's future and invest in a common vision. **The city is committed to preservation of and revitalization of Osseo's traditional small town character and quality-of-life amenities that will keep existing residents and attract new residents. Osseo's revitalization approach strives to balance preservation of the city's unique small town identity with the needs to attract and invest in redevelopment projects that will improve the vitality of Osseo's neighborhoods and downtown, strengthen the city's property values and tax base, and enable the provision of high quality services and amenities.**

Guiding Principles

1. Preserve Osseo's Small Town Character

Osseo's long history, traditional small town physical character, "main street" businesses, and community-based schools, which are major sources of residents' hometown pride and the city's strong sense of place, should be preserved as redevelopment projects and initiatives

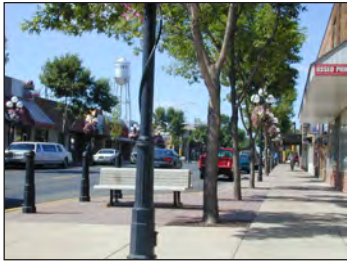


The Vision for Osseo centers around the existing traditional small town character that makes it a desirable place to live, work, shop, and play. (Top image from the Metropolitan Design Center Image Bank.)

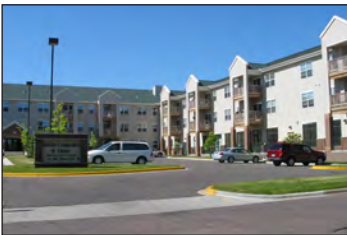


Osseo's rich history established its traditional small town appeal.

are undertaken. While redevelopment projects should complement and enhance Osseo's existing small town character as a walkable city with local schools and businesses, they should also reflect their own period of development and effectively facilitate contemporary uses and needs.



Central Avenue is Osseo's "main street" with shops and services lining the pedestrian-friendly street. (Image from the Metropolitan Design Center Image Bank.)



Reinvestment and redevelopment will increase property values within the city.



Elements like bike lanes and wide sidewalks establish a more comfortable and safe environment for walkers and bikers.



Rainwater gardens are one of many environmentally sensitive design elements to encourage a healthy community.

2. Enhance Osseo's Downtown Identity

Osseo's authentic downtown and "main street" make it a unique community and destination within the Twin Cities metropolitan area. As Osseo's downtown ages and is faced with increased competition from surrounding new commercial developments, it is critical that Osseo's traditional downtown identity be enhanced through reinvestment and redevelopment. As envisioned in the Osseo Redevelopment Master Plan, Osseo encourages public and private redevelopment efforts that will help create a unique and memorable place attractive to residents, employees, and visitors. Osseo strives to maintain a unique and thriving downtown business community focused on small stores and services catering to the daily needs of nearby residents, unique restaurants, specialty retail shops targeting niche customers/product categories, arts/cultural features, entertainment, and tourism (specifically historical or recreation based). As redevelopment occurs, it should fit the architectural scale and character of a traditional small town "main street" by providing mixed-use buildings with street level retail and preserving architecturally important buildings.

3. Stimulate Redevelopment & Economic Growth

As a small city with limited resources, it is critical that Osseo maintain growing property values and a strong tax base. Osseo encourages reinvestment in buildings, sites and streetscape amenities in downtown and along Bottineau Boulevard (County Rd. 81) to create a positive environment for business development and to attract a critical mass of customers to support the businesses. Reinvestment in existing buildings and redevelopment of new buildings will strengthen both commercial and residential property values, increase the tax base, and improve the types and levels of city services that can be provided.

4. Create an Exceptional Walking & Biking Environment

Osseo promotes a walkable and bikeable community through attractive streetscapes, well planned roads and traffic systems, pedestrian-oriented street crossings and intersections, strategically placed gathering spots, clear way-finding systems, active storefronts and front yards, and a complete city sidewalk and trail system that links to regional trails and provides safer routes to schools.

5. Encourage Healthy Community Design

Osseo encourages environmentally sensitive design in public and private development investments. Healthy community design can be reflected through physical improvements throughout the community, such as tree planting, landscaping, rainwater gardens,

pervious pavement techniques, green roof buildings, and solar energy systems. Healthy and sustainable community design is also reflected by Osseo's support and investment in transit system improvements and support of cooperatives that seek alternative means of sustainable delivery of public and private services (e.g. garbage collection, yard care, snow removal, and telecommunication).

6. Add New Housing Choices

Osseo's current housing stock is predominately single-family detached houses, rental apartment buildings, and multi-level senior housing complexes. By adding other housing types and achieving a mix of housing that meets all lifecycle needs, more people's housing preferences/needs will be met, the market for future residents will be expanded, and existing residents will be better able to remain in Osseo as their housing preferences/needs change. By adding higher density housing types along and near Central Avenue, Osseo will be able to attract people who are interested in living in a walkable downtown environment and increase the local customer base for businesses on Central Avenue.



Increasing the variety of housing options means existing residents will be able to remain in the community as housing needs change.

7. Support Reinvestment in Older Traditional Homes

Osseo's diverse mix of older traditional homes is a community asset and a key component of Osseo's small town character. Ongoing maintenance, reinvestment, and enhancement of existing older homes is encouraged to preserve the quality and unique character of Osseo's neighborhoods. It is important to keep housing marketable for today's residential preferences.



Charming family neighborhoods of diverse older homes define Osseo's character.

8. Create Youth-Oriented Places & Activities

Osseo is home to many families with kids as well as local schools that serve students of all grade levels, including Osseo Elementary, Osseo Junior High, and Osseo Senior High. The continued presence of these schools is crucial for attracting redevelopment in the community. In turn, redevelopment projects and initiatives should support the existing community-based schools as well as additional youth-oriented places and activities within the city, including public gathering places, active recreation facilities/paths, and stores/eating places.



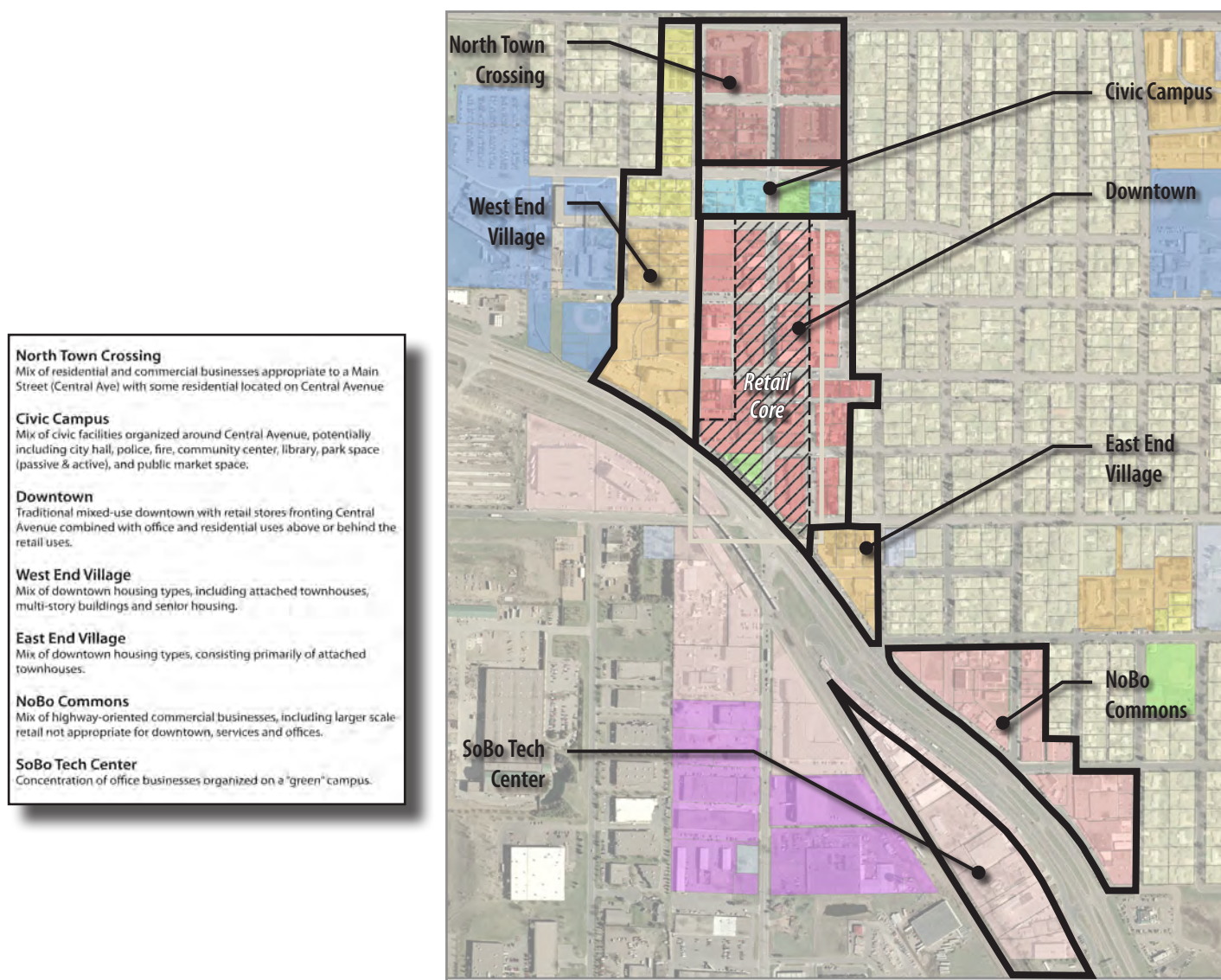
Activities for children and families are vital to the community.

Osseo Redevelopment Master Plan

As an older, fully developed city, the community's infrastructure and many of its older buildings have aged to the point in their lifespan where significant reinvestment or redevelopment is needed. In addition, as developing communities surrounding Osseo have grown, new development in those communities has coincided with an increase in the deterioration and disinvestment in Osseo's buildings. New commercial development in adjacent communities also results in additional competition for downtown Osseo businesses. In spite of private and public investments in existing buildings and recent redevelopment projects, the City has been experiencing a substantial increase in commercial vacancies. In addition, there appears to be a growing trend toward rental of single-family detached homes which has raised local concern about a potential increase in deterioration of the City's existing housing stock and properties.

To address these significant issues, the recently adopted Redevelopment Master Plan establishes a long-term vision for community redevelopment and provides a guide for public and private redevelopment efforts. The Redevelopment Master Plan identifies redevelopment "districts" in order to clearly articulate the different development forms and uses desired in the various redevelopment areas. The redevelopment districts are shown in Figure 4.2. These districts are based upon similar land uses, development character, location/function within the community, and the presence of major edges. Together the

Figure 4.2: Redevelopment Master Plan Districts



districts are intended to provide the general pattern for how redevelopment should be evaluated over time. The redevelopment districts in the Redevelopment Master Plan serve as the basis for most of the new land use categories of this update to the Comprehensive Plan.

The Redevelopment Master Plan establishes the desired future development form and land uses for each of the redevelopment districts using narrative and illustrative descriptions. The Master Plan is a conceptual plan that describes the general long-term direction for redevelopment within specific areas of the community focused primarily on the downtown area. While the Master Plan does indicate preferred land use patterns, it is also intended to guide site design, building form and architecture, and design of streets and public spaces. The Master Plan provides the vision for establishing more form-based land use categories and patterns that will guide future redevelopment projects in the community.

General Land Use and Redevelopment Approach

Although the Redevelopment Master Plan establishes the desired conceptual plan for what Osseo should generally look like in twenty years and the desired types of redevelopment that will enable the community to achieve this long-term vision, the Comprehensive Plan also plays a critical role in guiding long-term redevelopment. A key component of the Comprehensive Plan is the Land Use Plan, which, through its goals, policies, land use categories, and future land use map, is the official policy document for guiding allowed future land uses within the City. In order for the community to actually achieve the vision of the Redevelopment Master Plan, the Land Use Plan needs to have land use categories and designations, including the future land use plan map, that align with those envisioned in the Master Plan.

The Comprehensive Plan serves as the basis for the City's Zoning Ordinances. State law requires that a city's zoning ordinances be consistent with its Comprehensive Plan. Within nine (9) months after the Comprehensive Plan has been updated, State law requires that the City review its Zoning Ordinance for consistency with the Comprehensive Plan and update its Zoning Ordinance if necessary to achieve consistency.

It is difficult to predict the quantity and pace of redevelopment that may occur between now and 2030 since redevelopment will be very reliant on market demand and private sector investment. In addition, to make redevelopment financially feasible, a certain scale and intensity of redevelopment is necessary to accommodate the higher costs involved with land acquisition and assembly, removal of existing structures, potential site cleanup, and necessary improvements to public infrastructure. Based on consultation with various developers, the City anticipates that redevelopment in Osseo will most likely have a minimum threshold area of one-half to one full block. The updates to the City's land use categories and future land use plan map are intended to provide strong direction for this scale of redevelopment but also provide substantial flexibility for how each redevelopment project achieves the desired land uses and development forms. Based on an analysis of estimated acreages of potential redevelopment areas, the density ranges of the new land use categories, and the 2004 Market Study conducted by Maxfield Research, the current projections for Osseo's population, households and employment in 2030, which are shown in Table 4.1, appear to be reasonable.

Land Use Categories

Land use categories establish the general land uses and development intensities that are desired in each category. This update to the Land Use Plan establishes several new land use categories that were initially described in the Redevelopment Master Plan. The new land use categories are the result of the City moving toward a more “form-based” revitalization approach that strives to balance preservation of the city’s unique small town identity with the needs to attract and invest in redevelopment projects. The form-based approach is based on a clear vision of the desired character, scale, form, and mix of uses of future redevelopment. Form-based land use categories are intended to be more flexible relating to land uses but also more informative relating to the desired development form, such as building placement, building height, relationship to the street, and open space. These “form-based” land use categories can be applied to areas and sites based upon their street, block, and district characteristics. Using this “form-based” approach, the Land Use Plan better represents the community’s future vision, providing more guidance and flexibility.

The following section defines the characteristics for each of these land use categories.

Bottineau Boulevard Commercial

This land use category represents areas of one and two story retail uses providing retail goods, services and entertainment with convenient auto access and high visibility from highways. Limited office uses are allowed within this category. Structures in this category will be oriented toward both Bottineau Boulevard (County Road 81) and the adjacent neighborhood streets. Development in this area will serve as a gateway to Osseo with a greater degree of public amenities such as public plazas, fountains, public art, or other landmarks.

Office

This land use category represents multi-story office and service employment areas. Office-showroom and research-development services could also fit within this category. Development might include limited retail, but not large generators of retail traffic. Office buildings with two (2) stories or greater in height and a high quality architectural design will be encouraged.

Light Industrial

This land use category represents light industrial activity areas, such as light manufacturing, assembly, processing, research facilities, warehousing, storage, and distribution with limited outside storage and good access to county and state highways. Light industrial

Downtown Core Mixed-Use

This land use category represents a mix of uses that are typically found along a traditional small town “main street”. Land uses include retail, services, entertainment, civic, institutional, housing, and office that are mixed within the core downtown area or mixed within single buildings. Development in this category will have 100% active retail, services or entertainment uses on the street level of buildings with a mix of uses above. Overall, it is assumed the mix of development in the Downtown Core will be closer to 30% residential and 70% commercial. Off-street parking areas will be located behind buildings or in parking structures. Residential development in this category shall have a density of 20-40 units/acre. Development in this category will be 2-4 stories with the front facades of the first and second stories placed up to the sidewalk with existing architecture and upper stories set back from the building line at the street to respect the existing architectural scale and character and to avoid a “canyon” feeling along the street.

Downtown Edge Mixed-Use

This land use category represents an area predominantly residential in nature, but with a wide mix of uses allowed, including but not limited to commercial, entertainment, civic, institutional and office. Development in this land use pattern is assumed to be approximately 80% residential and 20% commercial. Residential development in the area shall have a density of 20-40 units/acre.

Land Use Goals & Policies

The (Future) Land Use Plan Map shows the desired future pattern of land uses and development types in Osseo. The City of Osseo has established the following goals and policies to provide guidance to the City and to property owners in evaluating future land use decisions. The goals and policies are organized by the general land use categories:

- Mixed-Use Areas;
- Residential Areas;
- Commercial Areas;
- Office Areas; and
- Industrial Areas.

Mixed-Use Areas

Mixed-use areas include goals and policies relating to the Downtown Core Mixed-Use and Downtown Edge Mixed-Use land use categories.

Mixed-Use Land Use Goal #1 - Maintain and enhance downtown's character as a traditional small town downtown with development oriented to Central Avenue and the pedestrian scale.

Policies:

1. Encourage preservation of older downtown buildings that possess high quality architectural features that reflect the historic "main street" character of downtown Osseo and Central Avenue.

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2. Ensure that all redevelopment on Central Avenue incorporates high intensity, pedestrian oriented uses (retail, office, and service commercial) at street level.
 3. Maintain placement of buildings right up to the sidewalk along Central Avenue, allowing for some exceptions that enhance the pedestrian environment, such as outdoor plazas and café seating.

Mixed-Use Land Use Goal #2 - Create a downtown area that provides a healthy and compatible mix of uses, including retail services, institutional, residential, office, and open space.

Policies:

1. Promote mixed-use redevelopment both vertically within a building and horizontally within a block.
2. Encourage strategic downtown redevelopment projects to incorporate public oriented plazas into their plans.
3. Encourage landscape buffers to protect existing residential areas from commercial uses.

Mixed-Use Land Use Goal #3 - Encourage redevelopment that brings more residents and activity to downtown through higher residential densities and increased lot coverages.

Policies:

1. Support greater development densities in and adjacent to downtown with building heights no less than two (2) stories and as high as four (4) stories.
2. Promote a balance of owner-occupied and rental housing opportunities with higher density downtown residential redevelopment projects.
3. Encourage downtown housing redevelopment projects that expand the mix of housing options in the community, including housing types that meet a range of lifecycle, household size, and affordability needs.
4. Encourage the creation of public open spaces and shared private open spaces that will provide higher quality green spaces for residents of higher density downtown housing than if open space is provided solely by each individual housing redevelopment project.

Mixed-Use Land Use Goal #4 – Establish a downtown district parking approach that optimizes downtown redevelopment potential, maximizes the use of public and shared parking, and lessens the cost impacts of providing parking on developers.

Policies:

1. Protect the traditional “main street” character of Central Avenue by limiting off-street parking fronting directly onto the street.

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2. Maximize the possibilities for on-street parking, such as “front-of-store” street parking, diagonal parking on side streets just off of Central Avenue, and lane striping.
 3. Explore opportunities for providing public off-street parking facilities, including shared surface parking lots that do not front on Central Avenue in the short-term and parking ramps long-term.
 4. Identify preferred locations for public shared off-street parking in downtown.
 5. Work with developers to coordinate development of shared public and private parking structures as part of downtown redevelopment projects.
 6. Support reductions to the minimum off-street parking quantity requirements to reflect alternative parking strategies, such as on-street parking, shared parking, public parking facilities, biking, and walking.

Commercial Areas

Commercial areas include goals and policies relating to the Bottineau Boulevard Commercial land use category.

Commercial Land Use Goal - Create a unified highway commercial district on Bottineau Boulevard (County Road 81) that is designed to attract highway travelers as well as meet the community's needs for larger scale retail and service uses.

Policies:

1. Promote commercial redevelopment that is not dependent upon a frontage road system but oriented toward both Bottineau Boulevard (County Road 81) and community streets.
2. Protect adjacent existing residential areas by ensuring that new commercial development provides sufficient buffer areas and techniques along community streets.
3. Support highway commercial redevelopment that complements rather than directly competes with desired downtown types of businesses.
4. Promote shared storm water management strategies among developments.

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5. Support alternative parking strategies that increase development potential of sites and decrease negative visual impact on Bottineau Boulevard (County Road 81) and the community.

Office Areas

Office areas include goals and policies relating to the Office land use category.

Office Land Use Goal - Encourage the development of office uses that optimize the development potential of the land, maximize local employment opportunities, and enhance the visual identity of the community.

Policies:

1. Promote the development of buildings that are visually oriented to Bottineau Boulevard (County Road 81) and the community through placement of buildings and landscaped areas along the highway and articulated building architecture.
2. Encourage the development of multi-story office buildings to optimize development potential of the land, more efficient parking strategies, and creation of a visibly attractive Osseo office district.
3. Encourage ecological design of buildings, streets, parking lots, pathways, and storm water drainage areas.
4. Promote shared storm water management strategies among developments.
5. Support alternative parking strategies that increase development potential of sites and decrease negative visual impact on Bottineau Boulevard (County Road 81) and the community.

Industrial Areas

Industrial areas include goals and policies relating to the Light Industrial land use category.

Light Industrial Land Use Goal - Retain and redevelop light industrial land uses as a vital component of the community's economy, tax base and jobs base.

Policies:

1. Collaborate with industrial developers to achieve light industrial development that serves as a community asset.
2. Promote light industrial developments that provide a relatively higher number of jobs per acre and contribute to the diversity of local employment opportunities.

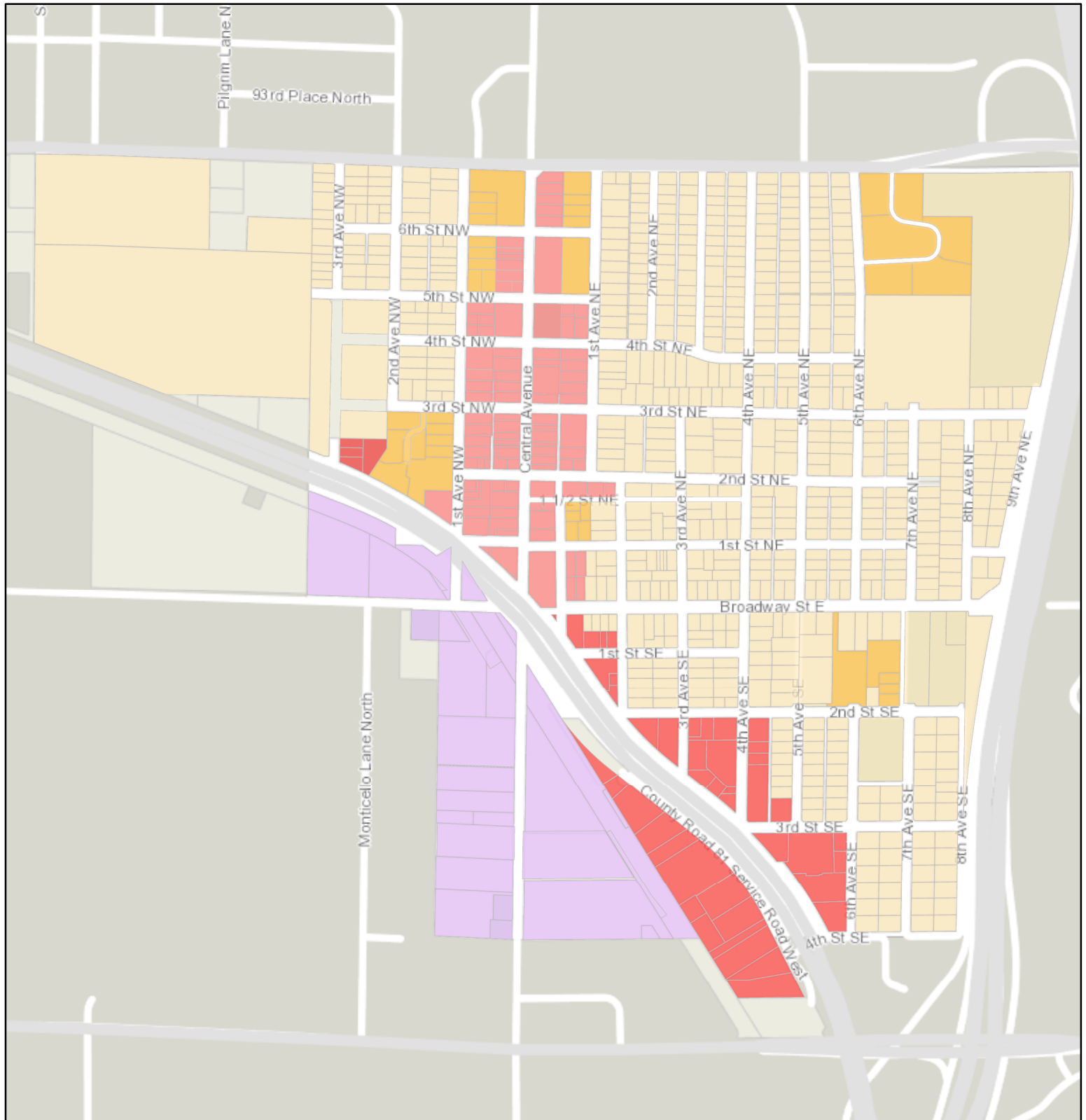
-
3. Allow new light industrial development only in the areas south of Bottineau Boulevard (County Road 81).
 4. Provide and enforce site design standards that ensure light industrial development that is compatible with surrounding development and minimizes potential nuisances to the community.

Historic Preservation

A key part of Osseo's vision is the preservation of Osseo's small town character and its rich community history, which continues to make Osseo unique in the metropolitan area. The Metropolitan Land Planning Act (Minn. Stat. 473.859, Subd. 2b) requires that local comprehensive plans address the preservation of historic structures or sites within the community. There are currently no sites or districts that have been identified as being eligible for National Register. However, Osseo is sensitive to its history and will continue to protect, preserve and portray the communities history through community activism and representation through interpretation.

Aggregate Resources

The Metropolitan Land Planning Act requires that local plans protect access to significant aggregate resources. Osseo is a fully developed community, and as such, has no unencumbered, regionally significant aggregate resources.



1 inch = 800 feet

Current Land Use

- Central Business District
- Highway Commercial District N & S
- Manufacturing and Industrial District

One and Two Family Residential District

- One and Two Family Residential District
- Multi-Family Residential District



August 17, 2017

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