



AGENDA – REGULAR MEETING
6:00 p.m., August 12, 2019

Economic Development Authority

- 1. ROLL CALL**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
 - A. July 8, 2019
- 4. MATTERS FROM THE FLOOR**
- 5. PUBLIC HEARING**
- 6. ACCOUNTS PAYABLE**
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - A. Discuss Comprehensive Plan Approval
- 9. REPORTS OR COMMENTS: Executive Director, President, Members**
- 10. ADJOURNMENT**

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
July 8, 2019**

1. ROLL CALL

President Poppe called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, July 8, 2019.

Members present: Teresa Aho, Deanna Burke, Harold E. Johnson, Sherry Murdock, Duane Poppe, Mark Schulz, and Larry Stelmach.

Members absent: None.

Staff present: Executive Director Riley Grams, City Planner Nancy Abts, and City Attorney Mary Tietjen.

Others present: Ben Knudson.

2. APPROVAL OF AGENDA

A motion was made by Stelmach, seconded by Murdock, to approve the Agenda as presented. The motion carried 7-0.

3. APPROVAL OF MINUTES – JUNE 10, 2019

A motion was made by Johnson, seconded by Stelmach, to approve the minutes of June 10, 2019, as presented. The motion carried 7-0.

4. MATTERS FROM THE FLOOR – None.

5. PUBLIC HEARINGS – None.

6. ACCOUNTS PAYABLE

Executive Director Riley Grams presented the EDA Accounts Payable listing.

A motion was made by Stelmach, seconded by Aho, to approve the Accounts Payable. The motion carried 7-0.

7. OLD BUSINESS

A. DISCUSS PROPERTY DONATION AGREEMENT AND COSTS (632 CENTRAL AVENUE)

Grams stated earlier this year Bruce Wiley (in association with Barb Wiley, the property owner of record) approached Mayor Poppe and City staff about donating the property located at 632 Central Avenue to the City. At the June EDA meeting, the EDA discussed the idea of accepting a donated piece of property, and reviewed some initial costs associated with the donation. After that meeting, staff learned that the purpose of the donation was so that the property could be used as a dog park.

Grams explained the City Council discussed this option at its June work session. The Council opted to recommend the purchase of two pet waste stations to be installed at the property which would allow residents to take their pets to that property. The property owner was also asked that the City or EDA pay off the special assessments, and pay for a property appraisal. There would also be some miscellaneous recording and/or filing fees with the County. The approximate costs were discussed.

Grams indicated the final appraisal report will be shared with the property owner for tax donation purposes. The appraiser has agreed to waive any applicable sections of the proposal which would allow the City or EDA to share the appraisal with the property owner. Osseo Public Works will also purchase two pet waste stations and install them on the property once the agreement is completed and recorded with Hennepin County.

Grams stated that the property would be subject to redevelopment in the future, and the current property owner acknowledges that. However, their wishes are that the any future development includes protected green space. It would make sense to allow for a healthy setback off of Co Rd 30. If the City agreed that any future development on that half (or whole) block were to include greenspace along Central Avenue and Co Rd 30, the property owner would agree to the donation. Staff will be drafting a donation agreement to reflect that. If the long-term future use of the property is to be used for green space, it makes more sense that the property be donated to the City, and not the EDA. That way the City would pay for the maintenance of the property as more of a park space.

Grams stated because there are additional questions about which entity (the City or the EDA) should receive the donation, and which entity should pay for the associated costs, staff recommends the EDA discuss this donation further with an eye towards final approval in August.

City Attorney Tietjen commented she had discussed with staff what the donors wishes are, with respect to the use of the property. She explained it was her understanding the site was to remain open greenspace or a dog park. She noted these were two very different uses and encouraged the EDA to determine what the donors wishes were with respect to the use. In addition, she noted the EDA would have to determine how long the space would have to remain a greenspace/dog park. She explained it would make more sense to convey the land to the City if it would remain a park; however, if the property would be greenspace until being redeveloped, it would make more sense to convey the parcel to the EDA.

Murdock stated she could see this being a nice greenspace for the City. She asked if the City were to receive this parcel, could it be conveyed to the EDA in the future for redevelopment? City Attorney Tietjen reported this could occur in the future.

Further discussion ensued regarding access to the property.

Schulz asked if the Wileys wanted this space to remain greenspace indefinitely.

Poppe commented the Wileys would like to see the parcel used for pets to keep pet waste out of Boerboom Park.

Stelmach stated he was less attracted to this parcel if the City was locked into it being a greenspace into perpetuity. He commented the County may have a say on how this property is developed.

Grams indicated it was his understanding the parcel did not have to be used as a “dog park” but rather as a greenspace and perhaps could be used for snow storage in the winter months.

Schulz recommended the parcel be conveyed to the City and not the EDA as the site will be used more as a City asset than for redevelopment purposes.

Poppe suggested the majority of the parcel remain greenspace and that this language be written into the conveyance framework.

Schulz supported this recommendation. He suggested a contract be drafted and if the conveyance got too far in the woods, then the City back away.

Johnson commented if the City were to move forward with this, he asked how the purchase would be funded. Grams explained Park Dedication Funds could be used for the land purchase.

Johnson recommended staff work with Barb Wiley on the paperwork.

8. NEW BUSINESS

A. DISCUSS HENNEPIN COUNTY BUSINESS RECYCLING PROGRAM – Ben Knudson

Ben Knudson discussed the Hennepin County Business Recycling Program with the EDA. He explained he worked with all 44 cities in Hennepin County on recycling. He described how the County was working with local businesses to improve organics recycling given the amount of waste being generated by the County. He commented further on ways to improve overall recycling efforts. He reviewed the resources and grants available at the County to assist businesses with enhancing their recycling program.

Schulz questioned what the incentive was to increase recycling efforts. Mr. Knudson stated there was growing support in the community and the County was recognizing businesses for their recycling efforts.

Johnson asked why the waste plant in Elk River would be closing. Mr. Knudson explained it was his understanding this plant could not contract for enough trash at the price they wanted.

Johnson stated he believed it was better to be burning waste than to be putting it into landfills. He questioned if Hennepin County’s burning plant was at full capacity. Mr. Knudson commented the County contracts its waste pickups and noted the burning plant was currently at full capacity. He discussed how increased organics recycling would assist with reducing the amount of trash that needed to be burned or landfilled.

Poppe thanked Mr. Knudson for this presentation.

B. DISCUSS GATEWAY SIGN & BUSINESS COMMUNICATIONS

City Planner Nancy Abts explained the EDA's Gateway Sign Subcommittee met to discuss use of the sign as an economic development tool. Discussion identified the sign as an "attention getter" and the need for an additional source for more in-depth information. The subcommittee would like input from the EDA on these 'additional sources.' The possibilities were reviewed with the EDA and staff requested feedback.

Schulz commented a lot of information can be communicated on the gateway sign. He explained a domain name may be a great way to direct business traffic in Osseo. He recommended the gateway sign be used to further highlight and facilitate the assets within the community.

Murdock questioned what percentage of the City's businesses were using the gateway sign. Abts estimated 20 out of the 200 local businesses were utilizing the sign.

Schulz commented the City may need to be better about communicating the gateway sign's availability.

Murdock asked if pricing had been discussed.

Schulz explained this was not addressed by the subcommittee because this was a Council matter and was not determined by the EDA.

Murdock stated she supported the gateway sign moving forward with the hyperlink idea.

Stelmach indicated he appreciated the abbreviated URL idea as well.

9. REPORTS OR COMMENTS: Executive Director, President, Members

Abts explained she would be attending a Basic Economic Development course in Maple Grove Monday through Friday of next week.

10. ADJOURNMENT

A motion was made by Stelmach, seconded by Schulz, to adjourn at 7:04 p.m. The motion carried 7-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.



City of Osseo Economic Development Authority Meeting Item

Accounts Payable Listing

8/12/19

2019

8

Check Name	Comments	Amount
TIMESAVER OFF SITE	7/8/19 EDA MTG MINUTES	<u>\$145.00</u>
		\$145.00

EDA MONTH END CASH BALANCE

FUND	DESCRIPTION	DIRECTIONAL		ADJUSTMENTS (+/-)	8/12/2019 BALANCE	PROPOSED EXPENSE	8/12/2019 BALANCE
		7/8/2019 BALANCE	SIGNAGE REVENUE				
801	GENERAL	474,961.26		-194.80	474,766.46	-145.00	474,621.46
806	TIF 2-5 REALIFE	11,094.04		4,123.18	15,217.22		15,217.22
817	TIF 2-4 BELL TOWER	151,115.06		107,582.84	258,697.90		258,697.90
819	TIF 2-6 CELTIC CROSSING	59,606.94		2,032.34	61,639.28		61,639.28
825	TIF 2-8 LANCOR/LYNDES	13,970.52		7,839.45	21,809.97		21,809.97
836	TIF 2-9 5 CENTRAL	-45,303.96		118,482.13	73,178.17		73,178.17
		665,443.86	0.00	239,865.14	905,309.00	-145.00	905,164.00
A	MISC ADJUSTMENTS			-194.80			
B	HENN CO PAYMENT		41,234.84				
	TIF DISTRIBUTION		-37,111.66	4,123.18			
B	HENN CO PAYMENT		114,785.57				
	TIF DISTRIBUTION		-7,202.73	107,582.84			
B	HENN CO PAYMENT		20,325.80				
	TIF DISTRIBUTION		-18,293.46	2,032.34			
B	HENN CO PAYMENT		14,362.61				
	TIF DISTRIBUTION		-6,523.16	7,839.45			
B	HENN CO PAYMENT		194,721.35				
	TIF DISTRIBUTION		-76,239.22	118,482.13			
				239,865.14			



Osseo Economic Development Authority Meeting Item

Agenda Item: Discuss Comprehensive Plan Implementation

Meeting Date: August 12, 2019

Prepared by: Nancy S. Abts, AICP, City Planner

Attachments: Link to the Comprehensive Plan
Redevelopment Opportunities Area Excerpt
Implementation Matrix

Policy Consideration:

Once the Comprehensive Plan is fully approved, the City will work to implement it. Some of the “Implementation” items from the plan identify the Economic Development Authority as a contributing party.

Previous Action or Discussion:

The EDA last received an update on the Comprehensive Plan in [November 2017](#). At that time, the first draft of the plan had been completed.

At their [November 20, 2017](#), meeting, the Planning Commission held a public hearing on the Comprehensive Plan. Following the public hearing, the Commission recommended approving the draft plan. The City Council then reviewed the draft plan on [February 12, 2018](#). Then, the plan was distributed to adjacent and affected jurisdictions for a 6-month comment period.

The City Council approved submitting the Comprehensive Plan to the Met Council on [November 26, 2018](#). Previously, the Planning Commission received an update on the comprehensive plan process, including comments from adjacent and affected jurisdictions, on [November 19, 2018](#).

In July, Osseo’s Comprehensive Plan was reviewed by the Metropolitan Council and has now been authorized for local adoption.

Background:

Redevelopment

The updated Comprehensive Plan will help the community to realize its redevelopment goals. The Plan establishes land use guidance throughout the community, which lays the groundwork for both the city’s “official controls” (e.g., Zoning, planned CIP investments) and for ‘selling’ a vision to developers and grantmaking agencies.

There are several areas throughout town positioned for new guidance in the 2040 Plan Update. Probably most significantly the area on the south side of County Road 81 (including, e.g., Ceramic Industrial Coatings). In the 2030 Plan that section of town is guided for “Office”, and the proposed update to “Bottineau Boulevard Commercial” guidance will be more flexible for future development in that area.

Other reguider areas include the Osseo Education Center site (moving from “Civic” to “Stacked Residential” guidance), and some areas along the north side of County Road 81 (moving from “Bottineau Boulevard Commercial” guidance to “Edge Mixed Use”, which supports more residential development in those areas).

Grants

Having an updated Comprehensive Plan positions Osseo to be competitive for the Metropolitan Council’s Livable Communities grants, including:

- **Livable Communities Demonstration Account:**
 - Supports innovative development and redevelopment that links housing, jobs and services and demonstrates efficient and cost-effective use of land and infrastructure.
 - No match requirement, and no maximum award limit on the amount of funding requested.
 - 3-year grant term for work to be completed.
- **Local Housing Incentive Account:**
 - Produces and preserves affordable housing choices for low to moderate incomes.
 - Grant funds cover gap financing costs such as land/property/structure acquisition, demolition, site preparation (such as water, sewer, roads), general construction/structural additions, alterations and rehabilitation, interior and exterior finishing, roofing, electrical, plumbing, heating and ventilation.
 - 1-1 match requirement.
- **Tax-Base Revitalization Account:**
 - Cleans up contaminated sites for redevelopment that creates jobs and/or produces affordable housing.
 - There is no matching fund requirement if 100% of the eligible cleanup cost will be requested using TBRA contamination cleanup grants. Amount of match required depends on whether other funding sources are used (including DEED or County funding).

Content from the Comprehensive Plan is also helpful in establishing a compelling “vision” for other grant programs, including Hennepin County’s programs for:

- **Corridor Planning**
 - Resources for plans and studies that Enhance the tax base, Stimulate economic development and job growth, Strengthen and connect places and people, Innovate and advance sustainability, or Lead collaborative planning and implementation.
 - Maximum award of \$50,000. No match required for communities of Osseo’s size.
- **Business District Initiative**
 - Provides funding to suburban municipalities within Hennepin County to support the economic vitality of priority business districts and main streets.
 - Maximum award of \$50,000. No match required.
- **Transit Oriented Development**
 - Supports redevelopment and new construction that enhances transit usage.
 - Prior awards have ranged from \$25,000 to \$1,000,000.

EDA’s Role in Implementation

The last chapter of the Comprehensive Plan addresses Implementation. It is primarily an Implementation Matrix that lists action Items from earlier in the plan. It assigns a “who” responsible for that item, as well as a timeline for action (a “when”). The Implementation Matrix is also available [as a spreadsheet](#) that can be filtered and sorted. Although there are 78 items in the entire Implementation Matrix, the EDA is identified as a responsible party for six of them.

Budget or Other Considerations:

The Planning Commission and City Council will also be working on updates to the city’s Official Controls (e.g., Zoning Ordinance) to be consistent with the updated Comprehensive Plan. Some of the proposed updates—e.g., for the Edge Mixed Use Guidance, or allowing Interim Uses—may have an impact on Economic Development in the community.

City Goals Met By This Action:

- Develop and implement the Comprehensive Plan Update
- Update the City Code
- Foster and promote economic development in the City
- Plan and provide for safe and quality housing options

Recommendation/Action Requested:

Staff requests the EDA discuss priorities for implementing the Comprehensive Plan.

The Comprehensive Plan file is too large to be included in this packet. It can be [downloaded](#) by following the links on www.DiscoverOsseo.com/Comp-Plan

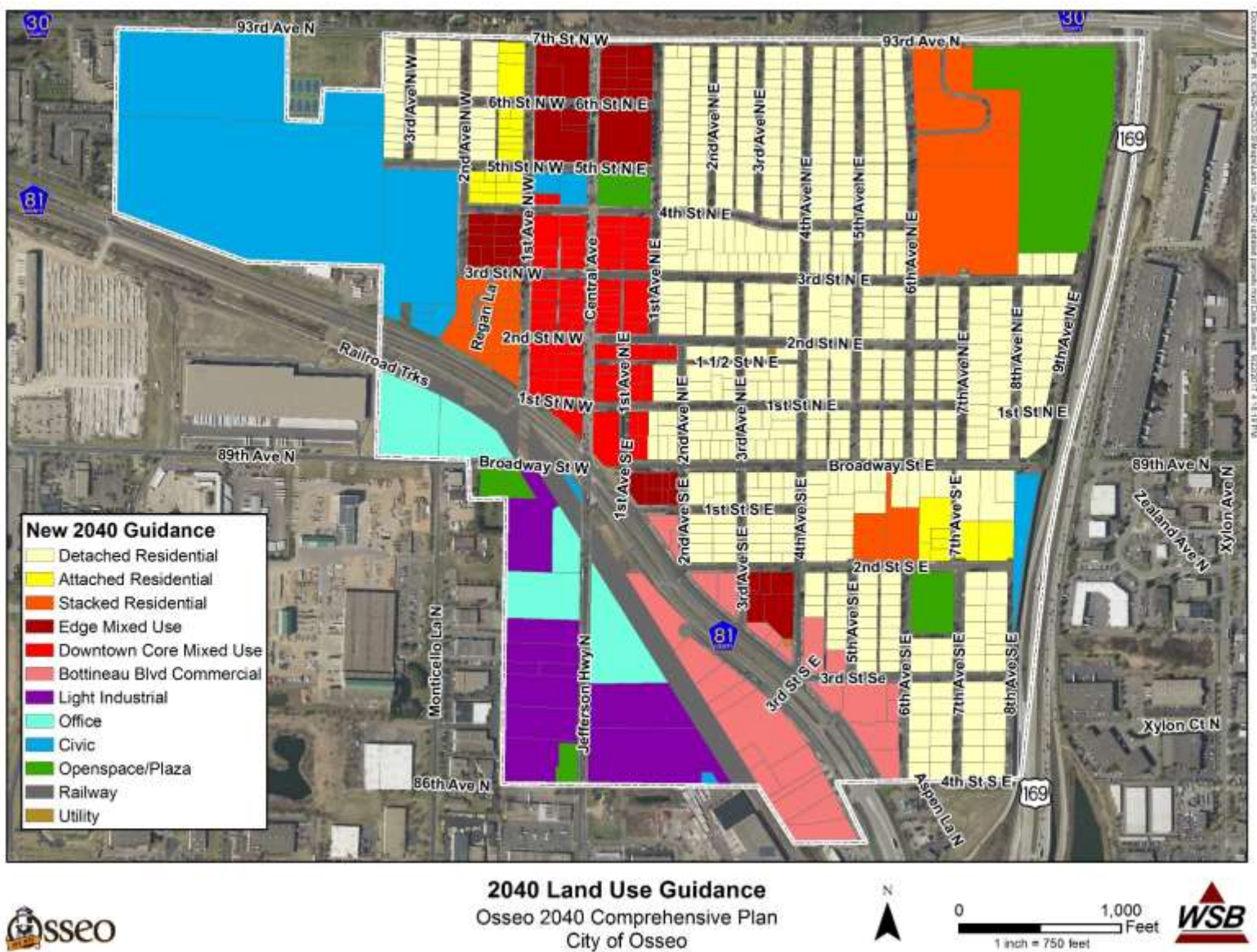
Land Use Category	Category Definition	Examples of Appropriate Uses	2040 Density Range DU/ACRE (2030 figures)	
			Min	Max
Detached Residential	This land use category represents the traditional detached single-family house, which has been the largest land use in Osseo by area. The density range for detached residential housing is four to eight dwelling units per acre. In addition to single family detached houses, this land use category could allow accessory units and duplexes. Primary and secondary schools and places of worship are appropriate uses in this district. The density range of this land use district is not intended to prevent or preclude densification through lot splits.	<ul style="list-style-type: none"> • Single-family detached houses • Duplexes • Accessory units • Density range of 4 to 8 units per acre 	4 (3)	8 (8)
Attached Residential	This land use category represents areas of attached housing units. The most common housing forms reflected by this land use category include rowhouses, side-by-side townhouses, triplex or quadruplex buildings. Units are arranged vertically or horizontally in this unit type with a density range of eight to 20 units per acre	<ul style="list-style-type: none"> • Rowhouses, side-by-side townhouses • Triplex, quadruplex • Mansion townhouses • Density range of 8 to 20 units per acre 	8 (8)	20 (16)
Stacked Residential	This land use category represents areas of stacked residential units in apartments, townhouses, lofts, and flats with a vertical housing orientation of two to four stories in height and a density of 20 to 40 dwelling units per acre. Higher densities than 40 may be considered when the development proposal provides a compelling public benefit. The higher density residential represented by this category will expand housing options for people of all income levels and lifestyles, and this style of housing can support neighborhood walkability and patronage of local businesses.	<ul style="list-style-type: none"> • Apartments, lofts, flats • Stacked townhouses • Vertical housing orientation (2 to 4 stories) • Density of 20-40 units per acre 	20 (16)	40 (No upper limit)
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. In areas adjacent to residential neighborhood streets, structures 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 and may incorporate public amenities such as public plazas, fountains, public art, or other landmarks. Development in accordance with Osseo's Architectural Design Guidelines is encouraged in areas adjacent to residential neighborhood streets.	<ul style="list-style-type: none"> • Retail goods, services and entertainment • Double building orientation when lots are adjacent to neighborhood streets) • One and two story buildings • "Gateway" quality architecture and features • Incorporation of open space or park-like amenities encouraged 		

Land Use Category	Category Definition	Examples of Appropriate Uses	2040 Density Range DU/ACRE (2030 figures)	
			Min	Max
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.	<ul style="list-style-type: none"> • Employment intensive office uses • Limited supporting retail uses • Buildings of two (2) stories or greater preferred • “Gateway” quality architecture and features 		
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 buildings may be one level with mezzanine space and truck loading facilities.	<ul style="list-style-type: none"> • Light manufacturing, assembly, processing • Warehousing, storage, distribution • One level buildings with mezzanine • Truck traffic • Limited outside storage 		
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 close 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. Higher densities than 40 may be considered when the development proposal provides a compelling public benefit, especially on small development sites. 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. Upper stories may be set back from street to respect the existing architectural scale and character and to avoid a “canyon” feeling along the street. Development in accordance with Osseo’s Architectural Design Guidelines is encouraged.	<ul style="list-style-type: none"> • Mix of commercial, entertainment, civic, housing, office • Vertical orientation with 100% active use on street (retail, entertainment) • Residential density of 20-40 units/acre (2 to 4 story structures) • Incorporation of open space or park-like amenities encouraged 	20 (20)	40 (40)

Land Use Category	Category Definition	Examples of Appropriate Uses	2040 Density Range DU/ACRE (2030 figures)	
			Min	Max
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 . Priority siting for commercial uses are the street corners, with residential uses located midblock. It is not required that 100% of the street level be active retail. Residential development in the area shall have a density of 20-40 units/acre. Higher densities than 40 may be considered when the development proposal provides a compelling public benefit, especially on small development sites. Residential parking should be accommodated on site and may be considered as part of a joint parking strategy with other uses.	<ul style="list-style-type: none"> • Wide mix of uses with predominant use more of a residential nature • Commercial pushed to corners, not 100% street level • Incorporation of open space or park-like amenities encouraged 	20 (20)	40 (40)
Civic	This land use represents institutional land uses in the community, both public and semi-public. These uses include, but are not limited to, city facilities, post office, library, and schools that are used for public or semi-public purposes. As an older, formerly freestanding community, Civic land uses have traditionally been a major land use component within the city.	<ul style="list-style-type: none"> • Government facilities • Schools & associated uses • Library 		
Parks and Open Space	This land use category includes parks, plazas, open spaces, trails, recreational playfields, cemeteries, and playgrounds.	<ul style="list-style-type: none"> • Parks • Playfields, playgrounds • Plazas, open spaces • Trails 		

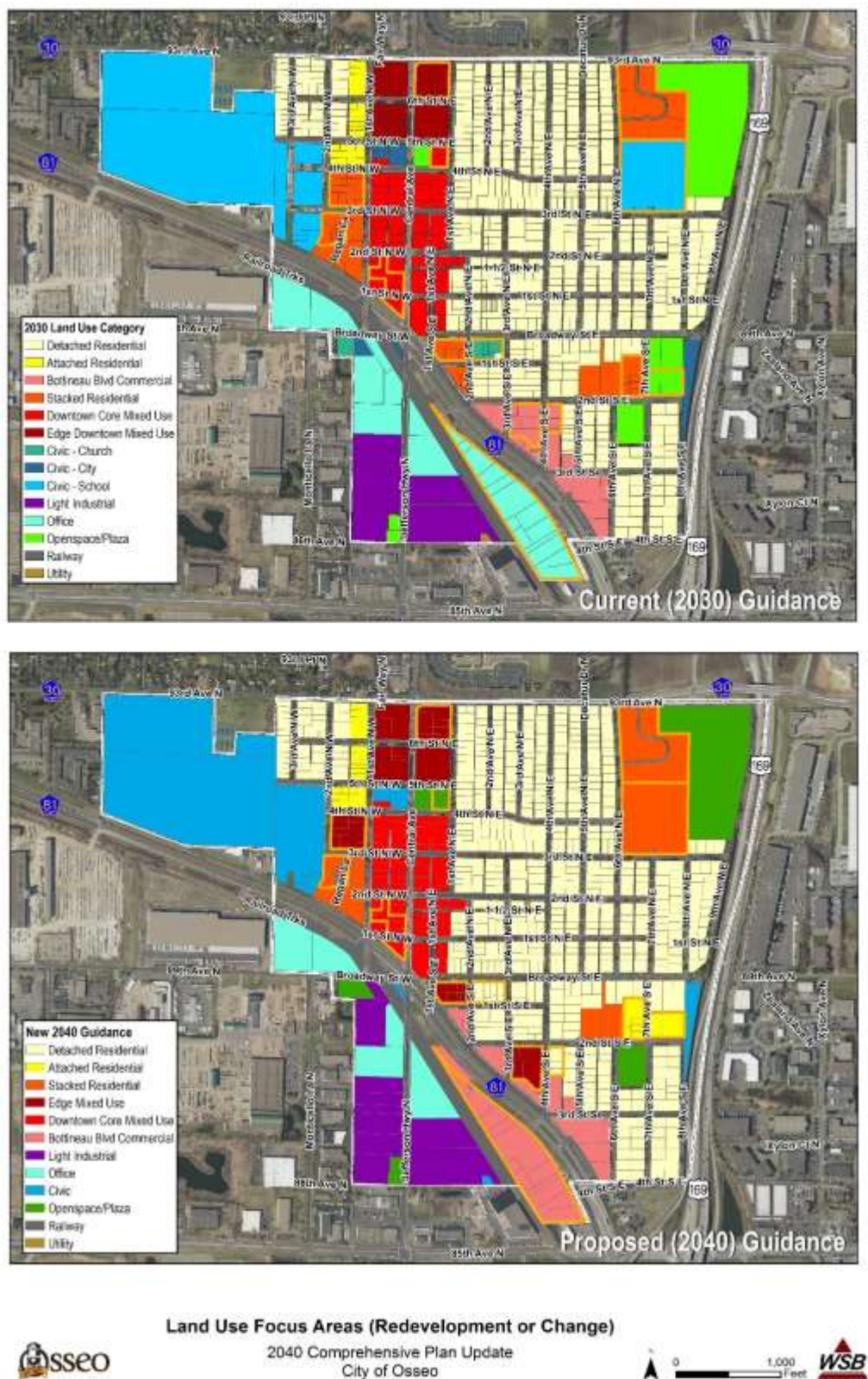
TABLE 3-3: FUTURE LAND USE CATEGORIES

FIGURE 3-3: FUTURE LAND USE GUIDE PLAN



The land use plan shown in FIGURE 3-3 shows the guided expectations for land use in Osseo out to the year 2040.

FIGURE 3-4: COMPARISON OF 2030 AND 2040 FUTURE LAND USE MAPS



Total Guided Land Use by Category

TABLE 3-4 summarizes 2040 Future Land Use acreage by Land Use category. Detached residential uses are the largest future land use by percentage, while Attached Residential is the future land use district comprising the smallest percentage of Osseo's total area. The 2040 acreages designated by TABLE 3-4 also apply to the 2020 and 2030 decadal milestones, as the land use guidance is assumed to remain the same for each decade.

2040 Land Use Category	Total Acres	Total land area (%)
Detached Residential	127.2	27%
Attached Residential	7.7	2%
Stacked Residential	26.2	6%
Bottineau Boulevard Commercial	21	4%
Office	15	3%
Light Industrial	23.5	5%
Downtown Core Mixed Use	17.9	4%
Edge Mixed Use	16.2	3%
Civic	58.9	13%
Parks and Open Space	22.9	5%
Roadway/ROW/Railway	117.3	25%
Total	453.8	

TABLE 3-4: OSSEO 2040 PLANNED LAND USES BY AREA

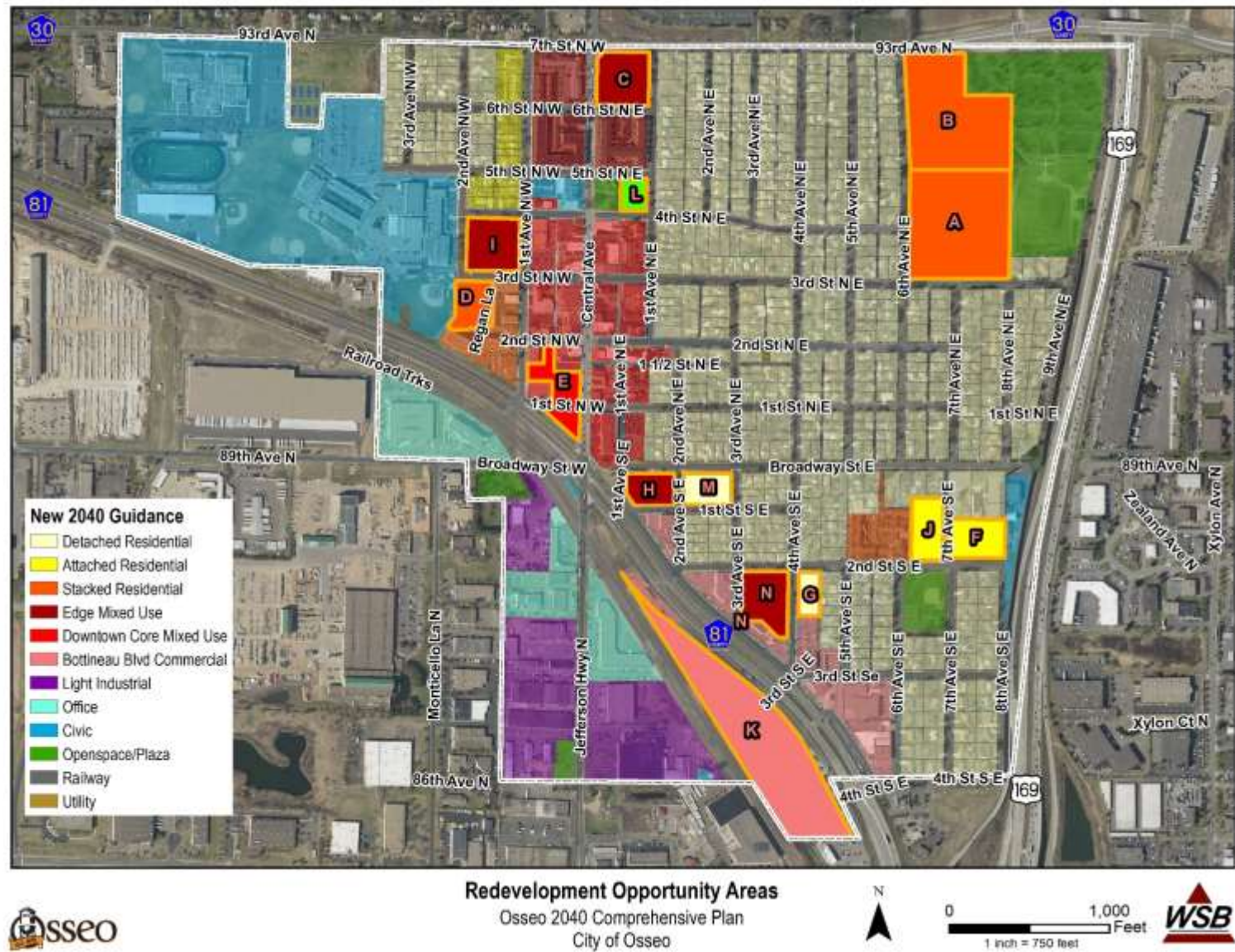
Planning for Growth in a Developed Community

The areas outlined in yellow on **FIGURE 3-5** are “likely redevelopment” areas, defined either by their changing land use guidance from 2030 to 2040 or by their potential for market redevelopment or strategic community redevelopment value. As a smaller built-out suburban community, planning for an increase in population and housing in Osseo necessitates looking for redevelopment opportunity areas because little to no undeveloped land remains in the community. The “likely redevelopment” areas in Osseo are currently locations that are either underutilized, mismatched with surrounding uses, potential areas of revitalization, or locations where developers have expressed interest in a project.

“Likely redevelopment” areas of opportunity were identified early in the planning process, through a process of discussion with the Steering Committee and in consultation with staff, the city’s Planning Commission and City Council, and are shown labeled in **FIGURE 3-5** below. Consensus areas include locations of known redevelopment interest that are likely to be redeveloped within the 2040 planning horizon, while others are more aspirational redevelopment areas that are likely to become redevelopment targets due to land use reguidance, subsequent rezoning, future economic development incentives, incoming proximate light rail connections, anticipated market shifts, or a combination of these strategies. The few remaining vacant parcels within the city were also included as target redevelopment areas. The largest area of reguidance by area is the site formerly occupied by Osseo’s elementary school, which in the city’s former plan remained guided for institutional use but in this 2040 update is being reguided for high density residential development. **TABLE 3-5** fully describes each of the Redevelopment Opportunity Areas.

A complete analysis of the residential yields from the target redevelopment areas is included in **TABLE 3-6**, along with the expected staging for each redevelopment area. This table demonstrates how the 2040 land use plan will meet the city’s forecasted growth.

FIGURE 3-5: REDEVELOPMENT OPPORTUNITY AREAS IN OSSEO, PRESENT - 2040



Site	Decade of likely redevelopment	Reason for staging likelihood
A	Beyond 2040	Large site school district with existing development on it. Will require significant land deal for residential redevelopment. This area is in close proximity to planned light rail and has development potential, but ownership and existing use indicate long-term redevelopment.
B	2031-2040	Large site with existing housing on it will require significant land deal and development interest. This area is in close proximity to planned light rail and has development potential, although likely beyond the timeframe of this planning period.
C	2021 – 2030	Existing mixed use block with properties under private ownership, identified as a priority redevelopment site by the Osseo Economic Development Authority.
D	2021-2030	Privately-owned vacant land intended for stacked residential development when supported by the market.
E	2021-2030	Existing multi-owner commercial property that may intensify if property ownership consolidates.
F	2021-2030	Existing congregational property that may be developed as attached residential as guidance and zoning are upgraded.
G	2031-2040	Change in guidance from Bottineau Boulevard Commercial to Detached Residential is to reflect lack of probable redevelopment. Property is expected to remain single family residential.
H	2031-2040	Current mixed use property with long-term potential for redevelopment.
I	2031-2040	Current detached residential properties with long-term potential for redevelopment, given the proximity to downtown Osseo and Osseo Senior High and Osseo High School.
J	2031-2040	Current stacked and attached residential properties approaching functional obsolescence.
K	2031-2040	Change in guidance from Office to Bottineau Boulevard Commercial reflects current market conditions. Redevelopment is possible by 2040.
L	2021-2030	Current Boerboom Park plan in progress, and city has site ownership of ¾ properties for redevelopment.
M	2031-2040	Change in guidance from Institutional to Detached residential. The property has been home to the Osseo United Methodist Church since 1922. Reguidance is to correct for the updated 2040 land use category definitions that now incorporate places of worship into residential land use districts (no longer guided Civic/Institutional).
N	2031-2040	Change in guidance from Bottineau Boulevard Commercial to Edge Mixed Use to reflect current market conditions. Existing detached and stacked residential properties may be approaching functional obsolescence and are candidates for long-term redevelopment.

TABLE 3-5: REDEVELOPMENT OPPORTUNITY AREAS DESCRIPTIONS

TABLE 3-6: EXPECTED RESIDENTIAL GROWTH FROM INDIVIDUAL REDEVELOPMENT AREAS (ACRES TO UNITS)

	A	B	C	D	E	F	G	H	I	J
Area	Expected Development Staging	Land Use Guidance	Would yield residential development?	Development Yield (Mixed Use Factor)	Acres	Minimum Density (du/ac)	Midpoint Density (du/ac)	Gross Unit Yield (D x E x G)	Existing Units on site	Net Unit Yield (H - I)
A*	Beyond 2040	Stacked Res	Yes	100%	9.7874	20	30	294	0	294
B	2031-2040	Stacked Res	Yes	100%	8.4798	20	30	254	167	87
C	2021-2030	Edge Mixed	Yes	80%	2.4866	20	30	60	28	32
D	2021-2030	Stacked Res	Yes	100%	1.3066	20	30	39	0	39
E	2021-2030	Downtown Core Mixed	Yes	30%	1.7724	20	30	16	0	16
F	2021-2030	Attached Res	Yes	100%	1.9944	8	14	28	0	28
G	2031-2040	Detached Res	No	100%	0.7958					
H	2031-2040	Edge Mixed	Yes	80%	1.3257	20	30	32	8	24
I	2031-2040	Edge Mixed	Yes	80%	2.506	20	30	60	11	49
J	2031-2040	Attached Res	Yes	100%	1.7879	8	14	25	58	-33
K	2031-2040	Bottineau	No		11.325					
L	2021-2030	Open Space	No		0.7642					
M	2031-2040	Detached Res	No		0.1263					
N	2031-2040	Edge Mixed	Yes	80%	2.3273	20	30	56	60	-4
Sum					34.6			864	332	532
	*Subtract Area A, which is a target area for redevelopment but is unlikely to become available during the 2040 planning horizon.									-294
TOTAL					24.8					238

Comp Plan Action Summary

This document contains a summary of all action items from the City's 2040 Comprehensive Plan. We've organized the actions by chapter or topic, per the legend below. There is also a space for comments after each, so that you can take notes while reviewing these for sequencing and budget purposes. We hope that you find this useful as you forge ahead with the work of bringing your Comprehensive Plan to life.

Thank you for Letting WSB be part of this important planning process for the City.

Sincerely,
Your WSB Team

Category Legend

Land Use
Housing
Transportation
Parks & Community Facilities
Sanitary Sewer
Water Supply
Surface Water



City of Osseo 2040 Comprehensive Plan Recommendations Summary



Table 10-1: Land Use Implementation Matrix

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
1	Review City Code and policy for opportunities to promote parking approaches in higher-density residential developments that optimize the development potential of the site and maximizes the use of public and shared parking while minimizing negative impacts to the surrounding residential area.	City staff; Planning Commission and City Council	Short-term	General fund, Public/Private Partnerships, Congestion Mitigation Air Quality grant, Special Service District	
2	Encourage redevelopment that brings more residents and activity to downtown through higher residential densities and increased lot coverages.	Planning & community development staff; Economic Development Authority	Short-term	General fund, TIF, grants for brownfield redevelopment and tax base revitalization	
3	Maintain the quality and function of Osseo’s limited open space areas through continuous attention to maintenance and effective programming and amenities that benefit the community.	Parks & Recreation Committee; City staff	Short-term	General Fund	
4	Promote and support reinvestment in the City’s older housing stock through program referrals and continuation code enforcement program to enhance the long-term desirability and livability of the community’s older residential neighborhoods.	City staff and contractors	Long-term / ongoing	General fund, rental licensing fees	
5	Apply zoning and economic development incentives to 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.	Community development staff; Planning Commission and City Council; Economic Development Authority; partnership with private business owners and developers	Long-term	EDA, TIF, General Fund	

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
6	Apply economic development incentives and external funding opportunities to retain and redevelop light industrial land uses as a vital component of the community's economy, tax base and jobs base.	Community development staff; Planning Commission and City Council; Economic Development Authority	Medium-term	State, County, and Metropolitan Council grants; MN DEED, city tax incentive tools, EDA	
7	Create a downtown area that provides a healthy and compatible mix of uses, including retail services, institutional, residential, office, and open space.	Community development staff; Planning Commission and City Council; Economic Development Authority	Long-term / ongoing	General Fund, TIF	
8	Promote and support the provision of sufficient affordable housing options within the community.	City staff; developers; non-profit organizations	Long-term	Grant funding, MHFA support, County HRA, tax increment and other financing options	
9	Promote the development of a wide range of new housing types that meet the community's lifecycle housing needs.	City staff; developers	Long-term	Grant funding, MHFA support, County HRA, tax increment and other financing options	
10	Encourage connectivity between commercial business districts and residential areas to encourage walkability and business patronage.	Community development staff; Planning Commission and City Council; partnership with private business owners and developers	Long-term	General fund, Assessment Policy, DNR local trail fund	
11	To support a diverse variety of retail options and to promote public health, consider limiting the number of fast food and drive-through food retailers, tobacco retailers, and businesses with licensed liquor sales. The City may also specifically seek to attract businesses with a health-promotion focus when completing economic development projects.	Community development staff; Planning Commission and City Council; partnership with private business owners and developers	Long-term	General fund, SHIP or other community health grants	

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
12	Work to bring Osseo’s Zoning Code into accord with land use guidance by evaluating and implementing the site and zone-specific items in the “Suggested Zoning Code Updates” section of this Chapter.	Planning and Community development staff; Planning Commission and City Council	Medium-Term	General Fund; other funding sources as identified in the matrix	

Table 10-2: Housing Implementation Matrix

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
13	Use the Affordable Housing Tools Matrix in this Plan as a guide in matching affordable or life-cycle housing initiatives with implementable actions.	Planning and Community development staff; Planning Commission and City Council	Medium-Term	General Fund; other funding sources as identified in the matrix	
14	Evaluate the feasibility of allowing Accessory Dwelling Units (ADUs) on the existing properties in Osseo and consider whether an ordinance amendment allowing this use would be appropriate	Community development staff; Planning Commission	Short-term	General Fund	
15	Evaluate current setbacks and dimensional standards to determine their effect on constructing and maintaining housing	Community development staff; Planning Commission	Medium-term	General Fund	
16	Guard against a substantial loss of existing affordable housing through a high level of City involvement in new development proposals, and by enforcing property management of existing rental housing to keep it from falling into disrepair and running the risk of eventual closure.	Community development staff; Planning Commission	Long-term / ongoing	General Fund	
17	Identify and support funding programs to financially assist affordable housing redevelopment projects, both at the City level and in collaboration with other jurisdictions. (Use the Affordable Housing Tools Matrix as a starting point).	Community development staff;	Short-term	General Fund; other funding sources as identified in the matrix	
18	Support affordable housing by considering reductions to the minimum off-street parking quantity requirements to reflect alternative travel and parking strategies, such as on-street parking, shared parking, public parking facilities, and public transit access.	Community development staff; Planning Commission; City Council	Short-term	General Fund	
19	Identify and implement ordinances that would allow for easier expansion and upgrading of existing houses.	Community development staff; Planning Commission; City Council	Short-term	General Fund	

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
20	Seek out and support reinvestment funding programs, both local and in collaboration with other jurisdictions, that assist homeowners with maintaining and updating older houses through loans and grants. (Use the Affordable Housing Tools Matrix as a starting point).	Community development staff; Planning Commission; City Council	Short-term	General Fund; other funding sources as identified in the matrix	
21	Continue to support housing inspection and maintenance programs that enforce standards and policies intended to maintain rental and owner-occupied housing.	City staff and contractors	Long-term / ongoing	General Fund, Licensing programs	
22	Consider the redesign of downtown edge streets as “complete streets” with green amenities and provisions for bicycles and pedestrians to provide an attractive buffer between the downtown mixed-use district and the traditional Osseo residential neighborhood.	City staff; Planning Commission; EDA; City Council	Medium-term	General Fund, County Aid to Municipalities (CAM) funds, grants to fund transportation safety and active living improvements	
23	Apply zoning regulation to protect residential areas from encroachment by industrial or commercial uses or any other uses that generate traffic volumes that are incompatible with residential neighborhoods.	Community development staff; Planning Commission; City Council	Medium-term	General Fund	
24	Support housing redevelopment projects that contribute to providing housing for a wide range of household types, including larger families, younger families, older residents, and single-person households, both ownership and rental.	Community development staff; Planning Commission; City Council	Long-term	General Fund, TIF, Hennepin County and Metropolitan Council grant opportunities	
25	Consider adopting a local Fair Housing Policy	Community development staff; Planning Commission; City Council	Short-term	General Fund	
26	Encourage enclosed parking that is incorporated into the residential building rather than a separate parking structure.	Community development staff; Planning Commission; City Council	Medium-term	General Fund	
27	In higher-density residential developments, promote innovative storm water management techniques such as permeable pavers and raingardens in surface parking lots.	City staff; Planning Commission; City Council; WMOs	Long-term	General Fund	

Table 10-3: Transportation Implementation Matrix

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
28	Traffic control within the city limits (especially on residential streets) is important. The City should continue to monitor problematic areas and consider mitigating/traffic control measures when appropriate	City police and public works staff	Short-term	General fund	
29	Monitor for potential future safety and traffic operations needs at the new Decatur Drive intersection (CSAH 30/93 rd Ave N & Decatur Drive)	Cities of Osseo and Brooklyn Park staff; Hennepin County; Brooklyn Park	Short-term	General fund; use CIP to budget priority monitoring areas	
30	Work with Hennepin County to explore opportunities for roadway and intersection improvements to the CSAH 81 roadway segment within Osseo. Coordinate with Hennepin County and the City of Brooklyn Park on the planned CSAH 81 roadway upgrades to the south	City staff; Hennepin County	Short-term	General Fund	
31	Discuss with Hennepin County and the cities of Brooklyn Park and Maple Grove the potential “turn back” of CSAH 30/93 rd Avenue and any proposed timeframes	City staff; Hennepin County; Cities of Brooklyn Park and Maple Grove	Medium-term	General fund	
32	Evaluate solutions to improve intersection safety and traffic operations at this school crossings at Revere Avenue and Pilgrim Lane	City of Osseo; Hennepin County; Maple Grove; Osseo School District	Short-term	General Fund, Safe Routes to School funding; Many infrastructure improvements likely funded by County or Maple Grove	
33	Maintain and enhance safe pedestrian access to Boerboom Veterans Park as the park expands and the downtown area densifies	City staff;	Short-term	General Fund; Park dedication fund	
34	Establish street and streetscape design standards, which can be implemented over time, but particularly as streets are reconstructed as part of upgrades to public infrastructure (sewer, water, storm water). Standards should encompass appropriate pavement width, bike lanes, sidewalks, street	City staff	Medium-term	General fund, Pavement Management fund	

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
	trees, signage, trash cans, newspaper dispensers, lighting, benches, etc.				
35	<p>Monitor for potential future safety and traffic operations needs at the following intersections:</p> <ul style="list-style-type: none"> • 4th Street SE & CSAH 81 • 3rd Street SE/ 4th Avenue SE & CSAH 81 • 2nd Street SE/ 2nd Avenue SE & CSAH 81 • Central Avenue/ Jefferson Highway & CSAH 81 • Broadway Street & CSAH 81 • 1st Street NW/ 1st Avenue NW & CSAH 81 <p>Work with Hennepin County to explore opportunities for intersection and frontage road improvements that enhance traffic operations, safety, and bicyclist/pedestrian connectivity</p>	Hennepin County in collaboration with City of Osseo	Medium-term	General Fund	
36	Evaluate solutions to enhance access to Broadway Street West and the businesses located along Broadway Street south of CSAH 81.	City staff	Medium-term	General Fund, County	
37	Explore opportunities for 1st Avenue NW and 1st Avenue NE to serve as supporting parallel roadways supporting to Central Avenue and Downtown Osseo. Provide streetscaping elements that enhance bicyclist and pedestrian activity and connectivity to Central Avenue	City staff; City Council	Medium-term	General fund, grant funding; funds, County Aid to Municipalities (CAM) funds, Sidewalk Improvement District	
38	Promote opportunities to complete the multiuse trail gaps along CSAH 30 and CSAH 81 that are critical for continuity, safety, and access to destinations both within and beyond the city	Community development, public works, & engineering staff; Hennepin County	Medium-term	DNR Local Trail Program, Hennepin County grants	
39	Promote the importance of safe and accessible bicycle/pedestrian connections to the planned Blue Line LRT Extension and station locations. Coordinate these improvements with Hennepin County and the City of Brooklyn Park	Community development, public works, & engineering staff; Hennepin County; City of Brooklyn Park; Metro Transit	Medium-term	TOD funding, other grant opportunities	

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
40	Work with transit providers to establish feeder transit bus service from Osseo and surrounding communities to the Blue Line LRT Extension and station locations	Metro Transit; Maple Grove Transit; City staff	Medium-term	General Fund	
41	Through land redevelopment and roadway reconstruction projects, explore opportunities to complete gaps in the city's sidewalk system. Provide a sidewalk on at least one side of the road in conjunction with all future roadway construction projects	City staff;	Medium to Long Term	Private development funding, grants (example: LCDA), TIF, Sidewalk Improvement District, Assessment Policy	
42	Provide access to the local street system (including collector and local roadways) in a manner that balances the need to safely and efficiently operate the street system with the need for convenient access to property	City of Osseo; Hennepin County	Long-term	Pavement management fund, Assessment Policy	
43	Utilize innovative storm water retention techniques in the construction of new sidewalks, trails, and reconstructed local streets	City Council (through regulatory and incentive means); WMOs	Long-term	Grant funding, private development funding, assessments, stormwater fund	
44	Coordinate with BNSF Railway and local freight operators to support the continued operation of the BNSF Railway. Explore opportunities to improve railroad crossing safety, access to businesses, and economic development opportunities.	City staff; BNSF Railway; Osseo EDA	Long-term	General fund	

Table 10-4: Parks and Community Facilities Implementation Matrix

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
45	Recognize that the recreational and environmental values that can be provided by parks and open spaces are not confined to traditional “parks”, and extend to the management of land in City and County right-of-way.	City of Osseo, Hennepin County; Three Rivers Park District	Short-term	General fund, Park Dedication fund, Sidewalk Improvement District	
46	Develop a policy encouraging the City to refrain from practices and policies that negatively affect pollinators—such as using chemical treatments – at City facilities, and encourage others to do the same.	City staff; City Council	Short-term	General Fund	
47	Work with Hennepin County to explore options for innovative local programming at the County’s branch library in Osseo.	City staff; City Council	Short-term	General Fund, Hennepin County Library funding, Friends of the Library organizations	
48	Identify strategies for funding the necessary improvements for the gateway area and connections to Osseo’s existing streets, sidewalks, and trails.	City staff; City Council	Short-term	General Fund, Park Dedication fund, Sidewalk Improvement District	
49	Prioritize the use of recycled materials in public facility construction.	City staff; City Council	Short, medium and long-term	General Fund, Construction bonds	
50	Incorporate environmental sustainability into public facilities that follow design guidelines, such as those laid out in the Minnesota Sustainable Design Guide, the United States Green Building Council’s Leadership and Excellence in Environmental Design Guide, and others.	City staff; City Council	Short, medium and long-term	General Fund, Construction bonds	
51	Promote and support including all-ages-and-abilities design and facilities in the community’s parks, open spaces, and plazas.	Parks and Recreation Committee; City Council	Short and Medium-term	General Fund, Park Dedication fund, grants	
52	Coordinate with the school district on planning and developing shared community and school district recreational facilities when possible.	City staff; Parks and Recreation Committee; City Council; Osseo Area Schools	Short and Medium-term	General Fund	

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
53	Evaluate the quality and effectiveness of the current City Hall campus facilities to prepare for necessary long-range upgrades.	City staff; City Council	Medium-term	General Fund	
54	Develop & implement policies to provide all residents safe access to and opportunities for safe activities in Osseo's parks. This includes continuing to enforce the community's tobacco free policies for parks and all public facilities.	City staff; Parks and Recreation Committee; City Council	Medium-term	General Fund	
55	Develop a parks, trails, and open system plan that identifies key elements of the city's public realm (e.g., schools, parks, downtown, and city gateways), their existing and future features, and needed street and trail improvements for connecting these amenities.	City staff; Parks and Recreation Committee; City Council; consultants	Medium-term	General fund, Grants	
56	Encourage the siting, arrangement, and character of new buildings at key district or community gateways to be designed with a higher level of amenities and attention to the principle of establishing a gateway to Osseo and its downtown district.	Community Development staff; Planning Commission; City Council	Medium-term	General Fund, TIF, Livable Communities Demonstration Account grants	
57	Incorporate bike and pedestrian and fully-accessible amenities in parks, open spaces, and plazas, including paths, bike racks, benches, tables, lighting, building canopies, street furniture, etc.	City staff; Parks and Recreation Committee; City Council; consultants	Medium and long-term	CIP, Livable Communities Demonstration Account; grants	
58	Maintain and expand sufficient municipal services to meet the needs of a growing and redeveloping community, including ongoing assessment of the Public Safety Departments' facilities.	City Council	Long-term	General Fund	
59	Ensure effective coordination among all levels of government providing services within the community.	City of Osseo, Hennepin County, MnDOT, Three Rivers Park District, Met Council, surrounding jurisdictions	Long-term	General Fund	
60	Explore opportunities to partner with other jurisdictions to provide municipal services when it would maximize the quality, convenience, and efficiency of the services.	City of Osseo & surrounding jurisdictions	Long-term	General Fund	

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
61	As part of redevelopment projects, encourage the creation of additional public or publicly-accessible parks, open spaces, and plazas in key locations within the community.	Community development staff; City Council; developers	Long-term	General Fund, TIF, Park Dedication fund	
62	Expand and improve the sidewalk system as part of street reconstruction and redevelopment projects, including widening of sidewalks and boulevards on higher traffic and downtown streets, and the provision of accessibility enhancements for residents and visitors of all ages and abilities.	City staff; City Council	Long-term	General Fund, assessments; Sidewalk Improvement District	
63	Partner with the Metropolitan Council, Hennepin County, Three Rivers Park District, and adjacent communities to implement the eventual extension of the Crystal Lake Regional Trail along Bottineau Boulevard.	City of Osseo, Hennepin County, Metropolitan Council, Three Rivers	Long-term	Met Council, Hennepin County, Three Rivers, grants	
64	Plan for a Complete Streets system that connects schools, parks, downtown, and proposed city gateways and provides a unique amenity and identity for the community.	City staff; City Council	Long-term	General Fund, assessments, Pavement Management Fund, Sidewalk Improvement District	
65	Maintain and expand the civic institutions and facilities located downtown to regularly bring people to this area, and to contribute to Osseo's traditional downtown character.	City Council	Long-term	General Fund	
66	Identify ways to coordinate redevelopment of the gateway areas with future redesign and reconstruction of County Road 81 and regional trails.	City of Osseo, Hennepin County	Long-term	General Fund	
67	Incorporate technologies and products into public facilities that reduce or minimize energy consumption.	City staff; City Council	Long-term	General Fund	
68	Incorporate the use of natural light in public facilities for the health and psychological well-being of occupants.	City staff; City Council	Long-term	General Fund	
69	Incorporate the use of storm water reduction methods, including rain gardens, swales, and permeable pavement where appropriate.	City of Osseo, Hennepin County, WMOs, developers	Long-term	Stormwater Fund, grants	
70	Encourage landscaping that utilizes native plant selection, high-efficiency irrigation technology, rainwater harvesting, and other systems that reduce water consumption.	City of Osseo, Hennepin County, developers	Long-term	General Fund	

Table 10-5: Sanitary Sewer Implementation Matrix

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
71	Review existing sanitary sewer system with the City Engineer. The parts of the system, if any, that will require repair, replacement, or upsizing will be identified and finalized by the end of 2017.	City staff; City Council	Short-term	Sewer Fund	
72	Attach Sewer Capital Improvement Plan as an appendix to this comprehensive plan upon conclusion of the City Engineer’s sanitary sewer study.	City staff	Short-term	Sewer Fund	
73	Continue televising sanitary sewer system in conjunction with City’s annual street and utility improvement projects.	City staff; City Council	Short, Medium and Long-term	Sewer Fund	
74	Proactively identify sources of Inflow and Infiltration. Continue the practice of reviewing flows with consulting engineers in order to develop improvement plans.	City public works and engineering staff; City Council	Short, Medium and Long-term	Sewer Fund	

Table 10-6: Water Supply Implementation Matrix

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
75	Continue to monitor the existing water supply system and perform maintenance and make improvements as necessary to watermain.	City of Osseo (in coordination with Maple Grove)	Short, Medium and Long-term	Water Fund	
76	Monitor the redevelopment of the former Osseo Elementary School site for water supply capacity issues and fire flow needs.	City of Osseo (in coordination with developer)	Long-term	Water Fund	

Table 10-7: Surface Water Implementation Matrix

	Comprehensive Plan Action or Strategy	Who	When	How (\$)	Comments
77	<p>Incorporate the following BMPs from Osseo’s stormwater management plan into a more comprehensive 5-year CIP that addresses surface water quality:</p> <ol style="list-style-type: none">1. Control of urban non-point pollution2. Control of erosion, pollution and sedimentation through site planning principles,3. Stormwater management practices to control water quality	City staff	Short-term	General Fund	
78	<p>Promote multisite ponding at every opportunity, including:</p> <ol style="list-style-type: none">1. Evaluate multisite potential of all on-site facility proposals.2. Continue to review and update the ponding/water quality opportunity map as new opportunities develop.3. Develop policies to coordinate development of multisite facilities, including provisions for assessing and collecting financial contributions from benefitting properties.	City of Osseo	Medium-term	Stormwater Fund	