



PLANNING COMMISSION MEETING
Tuesday, August 27, 2024 at 5:30 PM
Council Chambers, City Hall at 540 West Hills Circle
Roll Call: Meier, Springer-Gasner, Rooks, Eickhoff,
Wilson, Peake, Effertz

1. Planning Commission Agenda

1.a. Planning Commission Agenda - August 27, 2024

2. Roll Call: Meier, Springer-Gasner, Rooks, Eickhoff, Wilson, Peake, Effertz

3. Approval of Minutes

3.a. Planning Commission Minutes - August 13, 2024

4. Public Hearings

5. Downtown Parking Committee Requests

5.a. Vine Street Parking Lot

6. 2050 Comprehensive Plan

6.a. Stantec Presentation on Implementation

7. Other Business

7.a. Oak Hill Addition Final Plat

7.b. Updates on Previous Items

8. Next Meeting - September 10, 2024

9. Adjournment

Owatonna Planning Commission Agenda

Tuesday, August 27, 2024

5:30 PM

****Charles S. Crandall Center at West Hills****

Roll Call: Meier, Springer-Gasner, Rooks, Eickhoff, Wilson, Peake, Effertz

1. Approve minutes of the August 13, 2024 meeting
2. Public Hearings
 - A. None
3. Downtown Parking Committee Requests
 - A. Vine Street Parking Lot
4. 2050 Comprehensive Plan
 - A. Stantec Presentation on Implementation
5. Other Business
 - A. Oak Hill Addition Final Plat
 - B. Updates on Previous Items
6. Next Meeting – September 10, 2024
7. Adjourn

OWATONNA PLANNING COMMISSION MINUTES FOR AUGUST 13, 2024

The Owatonna Planning Commission met in regular session at 5:00 p.m. in the Owatonna Arts Center at West Hills with Vice Chairperson Rachel Springer-Gasner conducting the meeting. Present at roll call were Commissioners Mark Meier, Rachel Springer-Gasner, John Eickhoff, Nick Peake, and David Effertz. Commissioners Kelly Rooks and Mark Wilson were absent. Community Development Manager Greg Kruschke, Planning Specialist Ashley Zidon, and Administrative Technician Kristen Kopp were also present.

A motion was made by Effertz and seconded by Meier to approve the minutes of the regular meeting of July 9, 2024. All Commissioners voting Aye, the motion carried.

Application No. RZ-8, by Jolayne Mohs, on behalf of Owatonna Hope Center, Inc., a request for a zone change from B-2, Community Business District, to PUD, Planned Unit Development, for the purposes of opening a multi-use facility including shelters, clinics, offices, and other spaces for the property located at 134 Southview Street SW, was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) Public hearing opened at 5:07 pm. John Oberstein, 1013 Cedar Avenue South, said that he lives in the first house south of the Mayo Clinic ambulance services on the same side of the road. He said that he's not against this project at all—it's something that is needed in this community and he commended Jolayne on taking this responsibility on. He said he had a couple of things he'd like to comment on. First, Block 1, Lot 1 is the parking lot. There is nothing mention in the zoning for a change to the parking lot. He said it looks like it would be wide open for a multi-level apartment building. He said he doesn't want that in their neighborhood and doesn't feel it would fit in their neighborhood. He said he'd be totally against that. Second, he is wondering, because this is a nonprofit organization, whether this property will be tax exempt from property taxes payable to the City of Owatonna. He's gotten two or three different answers on that and would like clarification. Jolayne Mohs said they had a neighborhood meeting last week. Overall, it went well. Neighbors had typical and realistic concerns and questions about how it will be run and organized. John Oberstein added that Jolayne handled that meeting very well. Public hearing closed at 5:11 pm. Kruschke said, starting with the first comment regarding the parking lot, the next request it to plat this into one lot. What the Planned Unit Development (PUD) zoning does is allow for this nonprofit use. Anything else outside of that use—apartment, addition, gas station, etc.—would require that to come back through this process as an amendment. This PUD allows for this conglomeration of uses but makes it more difficult to change things long term. As far as the tax situation, this middle area was a portion of the Fareway Tax Increment Financing (TIF) district. When the old hospital was demolished, there were incentives given by the City, and a portion was given to Mayo Clinic. As part of this transfer of this property to the Hope Center group, Mayo Clinic rescinded the TIF and put everything back on the tax rolls knowing that when this comes forward, it would be a nonprofit group. The intent is that there would be no taxes generated on this property, thus the TIF wouldn't be able to work. The City Council approved the transfer of property about six months ago. Eickhoff asked if any of the uses that, had they been separate, wouldn't have been allowed. Kruschke said shelter uses in a business district are difficult as they are essentially dormitories with shared kitchen and bath facilities. Those were a little difficult with the ordinance. There were some things legislatively that were happening in the session that would have exempted shelters in business districts, but that wasn't included in any of the bills that went forward. We still have the clinic and warehouse uses that are more difficult to blend in. This unique combination of uses, although it works in this situation, is difficult with our ordinances. This PUD solves all of that. Eickhoff said that he appreciates reusing old buildings. A motion was made by Eickhoff and seconded by Effertz to recommend City Council approval of the rezoning property from B-2, Community Business District, to PUD, Planned Unit Development, for the purposes of providing a multi-use facility including shelters, clinics, offices, and other

spaces for the property located at 134 Southview Street SW. All Commissioners voting Aye, the motion carried.

Preliminary Plat of Oak Hill Addition, which is a 2.05± acre tract of land requested to be rezoned PUD by Jolayne Mohs / Owatonna Hope Center Inc. and located at 134 Southview Street SW, was presented by Community Development Manager Greg Kruschke. (Refer to report on file.) Public hearing opened at 5:19 pm. No comments were made regarding this request. Public hearing closed at 5:20 pm. A motion was made by Meier and seconded by Peake to recommend City Council approval of this preliminary plat of Oak Hill Addition with the following conditions:

- 1) The final plat shall be approved within one year of the date of approval of the preliminary plat.
- 2) The title opinion shall be approved by the City Attorney prior to recording of the final plat.
- 3) The easement OPU has requested shall be designated on the final plat.

All Commissioners voting Aye, the motion carried.

Community Development Manager Greg Kruschke said that the Vine Street Parking Lot will be on the agenda for the August 27 meeting. They will probably be making a formal recommendation on what the hour designation should be with that project.

Kruschke said that they will be talking about implementation steps for the Comprehensive Plan at the August 27 meeting. There is a notice going out, probably Friday, for the 30-day notice to comment on the Comp Plan for a September 24 public hearing at Planning Commission. It will go to Council on October 16 for adoption.

A motion was made by Meier to adjourn and seconded by Effertz at 5:21 p.m. All Commissioners voting Aye, the motion carried.

Respectfully Submitted,

Greg Kruschke
Community Development Manager

DATE: August 23, 2024

TO: Planning Commission

FROM: Community Development Dept. – Greg Kruschke

SUBJECT: Vine Street Parking Lot – Hour Designation

Purpose:

Review the proposed parking lot hour parking restriction for the proposed Vine Street Parking lot.

Background:

The City has undertaken a project to reconstruct the Vine Street Parking lots. The middle areas previously occupied by US Bank and Monson Eye Clinic have been purchased by the City and will be incorporated into the public parking lot. In general, the parking will be rotated 90 degrees in order to maximize the number of stalls and efficiencies. This rotation also allows for reduction in access points which also increases the parallel parking stalls available in the street.

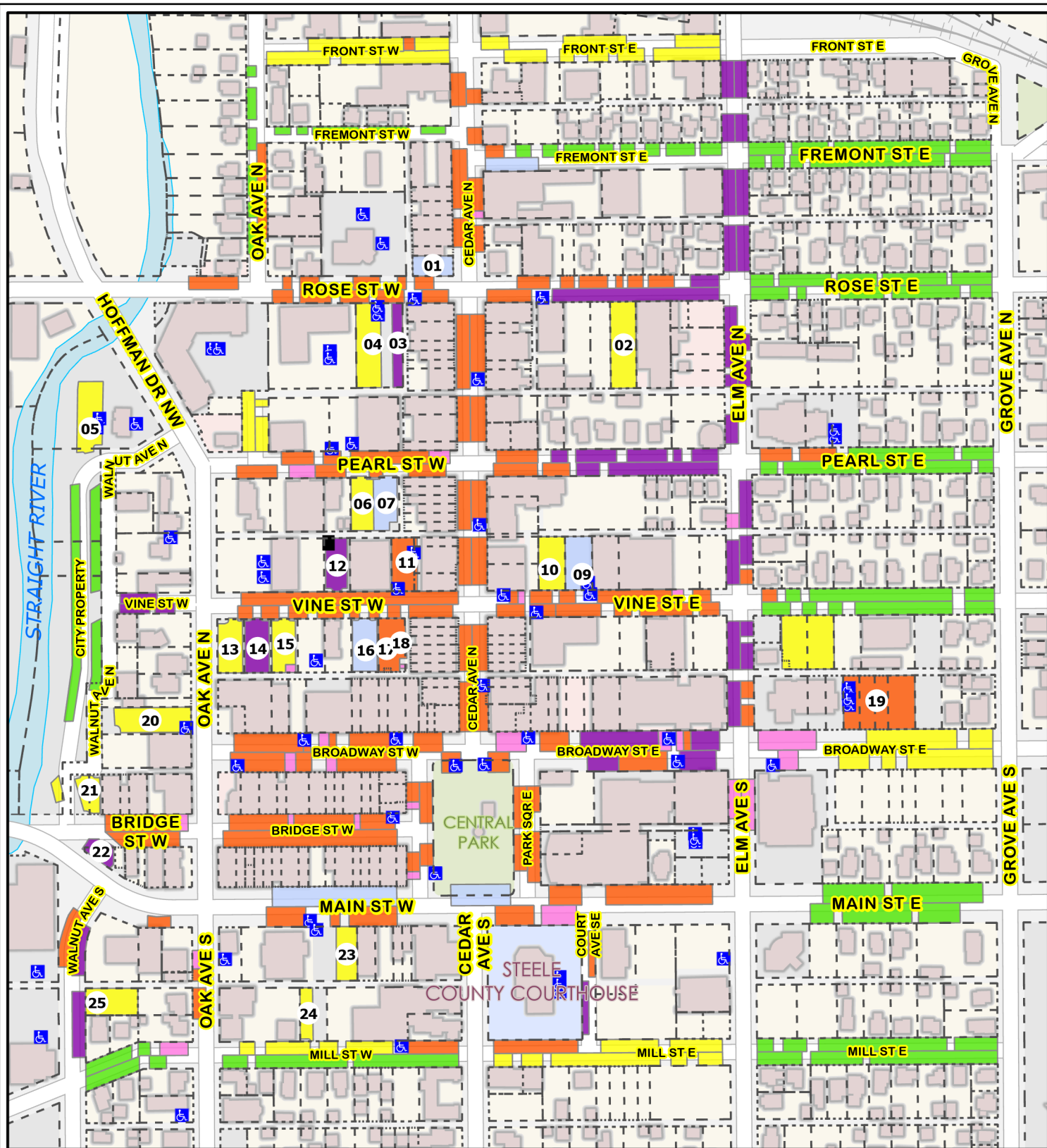
These parking lots currently contain a total of 117 public parking stalls. The US Bank lot contained an additional 23 private parking stalls. There were also 10 parallel stalls available on the south side of the street. The new project will provide 160 public parking stalls as well as 15 parallel parking stalls on the street. In total and additional 25 parking stalls will be added.

Staff is recommending short term parking on the east side of the lot and longer term parking on the west side of the lot. Staff is recommending two hour parking for the east side and 24 hour parking on the west side. At this time, Staff is recommending that there not be a night that is used every week for the 24 hour lot as no parking, and to allow Staff to post a “Maintenance” sign when the lot will be closed overnight. Thought is this will allow the lot to be used more frequently and we can address the snow when it occurs.

In addition to the parking lot, a trail will be provided along the south side of the street. Landscaping and lighting similar to Cedar will be added to the project. Stormwater treatment will also be provided as well as a public walkway out to Broadway to the south.

Staff Recommendation:

Staff recommends amends the Vine Street parking lot designation to a two hour designation on the east half of the lot and a 24 hour designation on the west half of the lot noting that the Street Department will notify when they are shutting the lot down for maintenance.



Parking Key

- Handicap Space
- Electric Vehicle Space

Time Limits

- 30, Minute
- 2, Hour
- 4, Hour
- 21, Hour
- 24, Hour

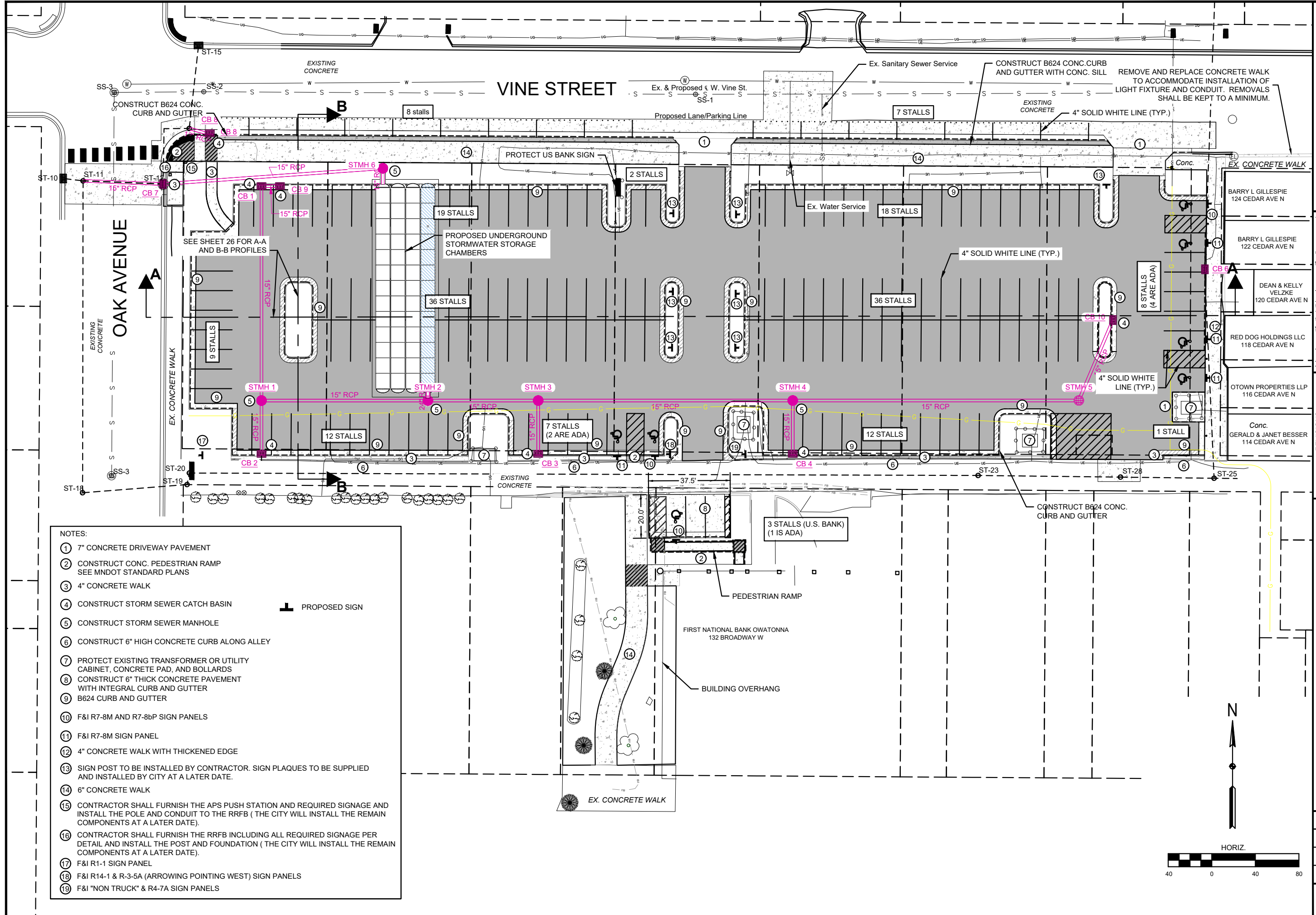
Downtown Owatonna Public Parking

Parking Information

Posted time limits in lots and on streets are enforced year round.
No parking from 2 AM to 5 AM for time limits less than 24 hours.

Information

Owatonna Law Enforcement Center	507-444-3800
Owatonna Area Chamber of Commerce & Tourism	507-451-7970
www.owatonna.org	
Owatonna City Hall	507-444-4340
www.ci.owatonna.mn.us	
Owatonna Fire Department	507-444-2454



- NOTES:
- 7" CONCRETE DRIVEWAY PAVEMENT
 - CONSTRUCT CONC. PEDESTRIAN RAMP
SEE MNDOT STANDARD PLANS
 - 4" CONCRETE WALK
 - CONSTRUCT STORM SEWER CATCH BASIN
 - CONSTRUCT STORM SEWER MANHOLE
 - CONSTRUCT 6" HIGH CONCRETE CURB ALONG ALLEY
 - PROTECT EXISTING TRANSFORMER OR UTILITY
CABINET, CONCRETE PAD, AND BOLLARDS
 - CONSTRUCT 6" THICK CONCRETE PAVEMENT
WITH INTEGRAL CURB AND GUTTER
 - B624 CURB AND GUTTER
 - F&I R7-8M AND R7-8bP SIGN PANELS
 - F&I R7-8M SIGN PANEL
 - 4" CONCRETE WALK WITH THICKENED EDGE
 - SIGN POST TO BE INSTALLED BY CONTRACTOR. SIGN PLAQUES TO BE SUPPLIED
AND INSTALLED BY CITY AT A LATER DATE.
 - 6" CONCRETE WALK
 - CONTRACTOR SHALL FURNISH THE APS PUSH STATION AND REQUIRED SIGNAGE AND
INSTALL THE POLE AND CONDUIT TO THE RRFB (THE CITY WILL INSTALL THE REMAIN
COMPONENTS AT A LATER DATE).
 - CONTRACTOR SHALL FURNISH THE RRFB INCLUDING ALL REQUIRED SIGNAGE PER
DETAIL AND INSTALL THE POST AND FOUNDATION (THE CITY WILL INSTALL THE REMAIN
COMPONENTS AT A LATER DATE).
 - F&I R1-1 SIGN PANEL
 - F&I R14-1 & R-3-5A (ARROWING POINTING WEST) SIGN PANELS
 - F&I "NON TRUCK" & R4-7A SIGN PANELS



engineer + planner + land surveyor

REVISIONS	
NO.	DESCRIPTION

SITE PLAN

VINE STREET PARKING LOT
OWATONNA, MINNESOTA
2024

SCALE:
AS SHOWN

WHKS PROJECT NO.
9843

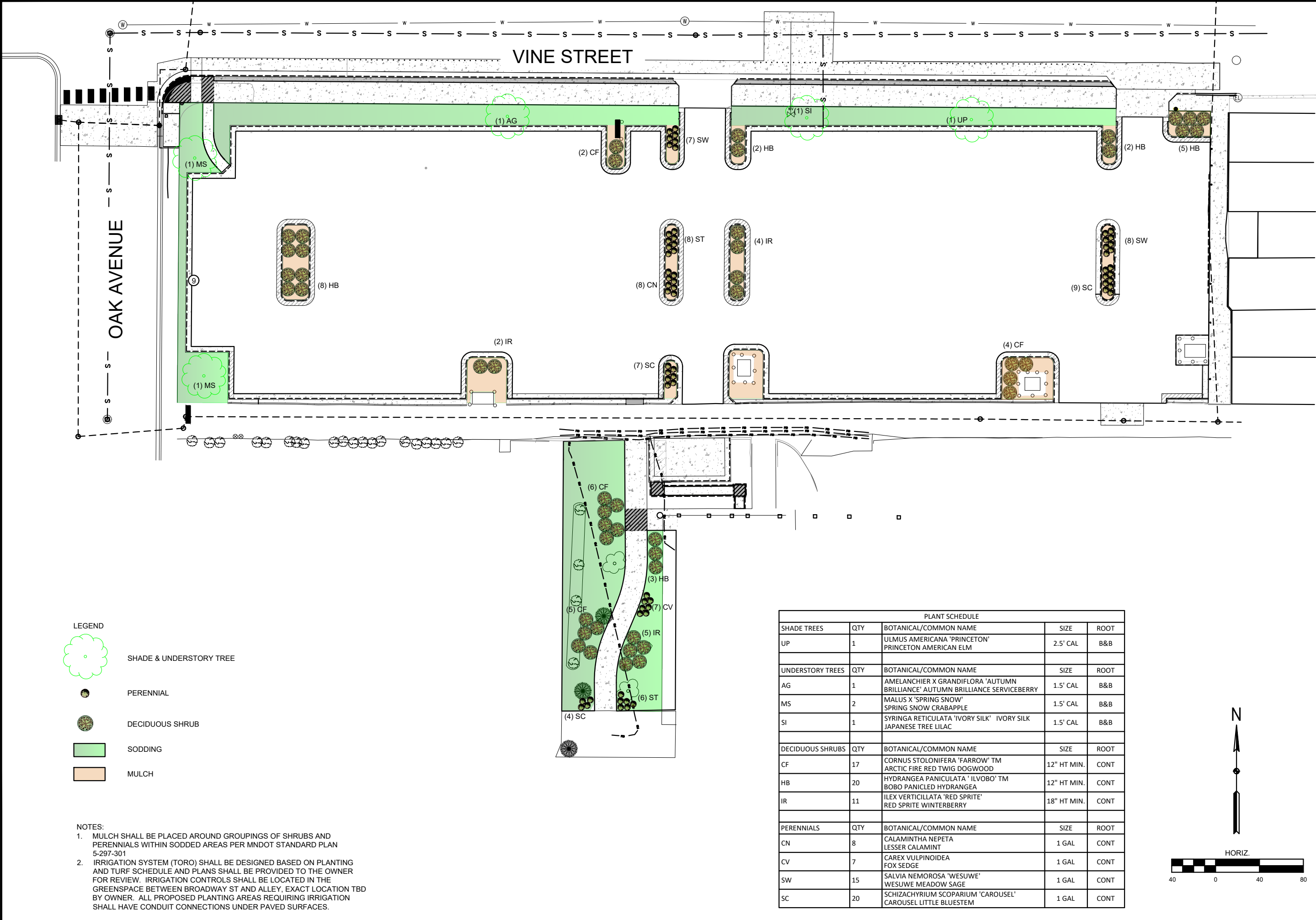
DRAWN BY:
AJS/ACH

CHECKED BY:
TAH

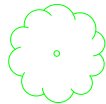
SHEET

I hereby certify that this plan, specification or report
was prepared by me or under my direct personal
supervision and that I am a duly Licensed Professional
Engineer under the laws of the State of Minnesota.

David A. Martin
David A. Martin
Date 8/8/24 License No. 51131



LEGEND



SHADE & UNDERSTORY TREE



PERENNIAL



DECIDUOUS SHRUB



SODDING



MULCH

NOTES:

- MULCH SHALL BE PLACED AROUND GROUPINGS OF SHRUBS AND PERENNIALS WITHIN SODDED AREAS PER MNDOT STANDARD PLAN 5-297-301
- IRRIGATION SYSTEM (TORO) SHALL BE DESIGNED BASED ON PLANTING AND TURF SCHEDULE AND PLANS SHALL BE PROVIDED TO THE OWNER FOR REVIEW. IRRIGATION CONTROLS SHALL BE LOCATED IN THE GREENSPACE BETWEEN BROADWAY ST AND ALLEY, EXACT LOCATION TBD BY OWNER. ALL PROPOSED PLANTING AREAS REQUIRING IRRIGATION SHALL HAVE CONDUIT CONNECTIONS UNDER PAVED SURFACES.

PLANT SCHEDULE				
SHADE TREES	QTY	BOTANICAL/COMMON NAME	SIZE	ROOT
UP	1	ULMUS AMERICANA 'PRINCETON' PRINCETON AMERICAN ELM	2.5' CAL	B&B
UNDERSTORY TREES	QTY	BOTANICAL/COMMON NAME	SIZE	ROOT
AG	1	AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE' AUTUMN BRILLIANCE SERVICEBERRY	1.5' CAL	B&B
MS	2	MALUS X 'SPRING SNOW' SPRING SNOW CRABAPPLE	1.5' CAL	B&B
SI	1	SYRINGA RETICULATA 'IVORY SILK' IVORY SILK JAPANESE TREE LILAC	1.5' CAL	B&B
DECIDUOUS SHRUBS	QTY	BOTANICAL/COMMON NAME	SIZE	ROOT
CF	17	CORNUS STOLONIFERA 'FARROW' TM ARCTIC FIRE RED TWIG DOGWOOD	12" HT MIN.	CONT
HB	20	HYDRANGEA PANICULATA 'ILVOBO' TM BOBO PANICLED HYDRANGEA	12" HT MIN.	CONT
IR	11	ILEX VERTICILLATA 'RED SPRITE' RED SPRITE WINTERBERRY	18" HT MIN.	CONT
PERENNIALS	QTY	BOTANICAL/COMMON NAME	SIZE	ROOT
CN	8	CALAMINtha NEPETA LESSER CALAMINT	1 GAL	CONT
CV	7	CAREX VULPINOIDEA FOX SEDGE	1 GAL	CONT
SW	15	SALVIA NEMOROSA 'WESUWE' WESUWE MEADOW SAGE	1 GAL	CONT
SC	20	SCHIZACHYRIUM SCOPARIUM 'CAROUSEL' CAROUSEL LITTLE BLUESTEM	1 GAL	CONT



engineer + planner + land surveyor

I hereby certify that this plan, specification or report was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

David A. Martin
David A. Martin
Date 8/8/24 License No. 51131

NO.	DATE	DESCRIPTION

LANDSCAPE PLAN

VINE STREET PARKING LOT
OWATONNA, MINNESOTA
2024

SCALE:
AS SHOWN

WHKS PROJECT NO.
9843

DRAWN BY:
AJS/ACH

CHECKED BY:
TAH

SHEET

41 OF 42

August 23, 2024

To: Planning Commission

From: Greg Kruschke, Community Development Manager

RE: Comprehensive Plan Implementation Review and Discussion

Action: For discussion only

MEMO

The implementation chapter provides a list of all goals and strategies that will help advance the vision of the plan. The implementation matrix is a tool to support staff, boards, and commissions to prioritize implementation activities and projects throughout the life of the plan. Each action has been assigned a priority (low, medium, high), a timeframe (short, medium, long-term, ongoing) and the responsible owner (department, partner, board).

Staff held multiple meetings with department leadership and staff to appropriately prioritize and assign owners to each goal and strategy. All actions have been grouped to further understand workflow needs, budgeting, project scoping and planning within each timeframe.

The implementation matrix will support decisions and prioritization around investments, initiatives, programs, studies, special plans, and policies. Annual review of the implementation chapter will prioritize actions based on community needs, understand current and projected resources, and help with the overall ease of implementation.

Next Steps

The full draft comprehensive plan is available through Owatonna.gov/Imagine2050 for public review and comment through **4:30pm, September 23**. Comments can be e-mailed to Greg.Kruschke@owatonna.gov

Additional public engagement opportunities include:

- **Open house Tuesday, September 24.** Public review of the final plan from 3:30-5:15pm with presentation at 4:00pm at Owatonna City Hall Council Chambers
- **Planning Commission public hearing, September 24.** Following the open house the Planning Commission will hold a public hearing on the plan.

Implementation Matrix

The implementation matrix provides a comprehensive list of all the implementation goals and strategies contained within the Imagine Owatonna Comprehensive Plan. This plan is a long-term document, and the matrix is intended to provide staff with a tool to prioritize implementation activities over the life of this plan. It is intended that staff would regularly refer to this matrix and use this as a tool in updating City Council, Boards and Commissions on Comprehensive Plan implementation progress. The matrix includes a priority level, timeframe and responsible party and potential partners to complete each task.

Priority

Priority is assigned based on both importance and ease of implementation. Each action in the Implementation Matrix includes one of the following priority levels:

H	High
M	Medium
L	Low

Timeline

Given the long-term nature of the Imagine Owatonna Comprehensive Plan, it is important to break down the actions into implementation timeframes. This will help the city to prioritize and seek funding for implementation at the appropriate time.

5	Short-term - 5 years
5-10	Medium-term – 5-10 years
10+	Long-term – 10+ years
>>>	Ongoing

Responsibility

To ensure seamless implementation of the plan, it is important to set out a responsible party (or parties) for each implementation goal or strategy. This will assist each city department or partner in identifying actions that they can take to implement the vision for the city set out in the Imagine Owatonna Comprehensive Plan.

Plan Goals and Strategies	Priority	Timeline	Responsibility
LAND USE GOALS			
Goal 1. Provide community facilities that meet the needs of residents and visitors today and into the future.			
a) Analyze the need for new or reimagined community facilities in Owatonna, prioritizing community engagement to understand the needs of the community.	M	>>>>	Planning, Parks
b) Explore developing a regional destination community center to include an indoor swimming pool, indoor and outdoor recreation facilities, meeting rooms, and other integrated uses.	H	5	Planning, Parks, CC, Administration
c) Explore developing other community facilities in coordination with other city departments and the Chamber of Commerce such as a tourism or welcome center, sports complex and public safety center.	M	>>>>	Planning, Parks, Chamber, Administration
Goal 2. Improve housing opportunities and neighborhoods in Owatonna.			
a) Provide areas for a mix of housing densities and types throughout the City in new mixed use form-based zoning districts.	H	5	Planning
b) Identify and zone new neighborhoods and neighborhood nodes on the east side of the City to include commercial and high density housing to serve as focal points for new development in new mixed use form-based zoning districts.	H	5	Planning
c) Encourage mixed use development at key focus areas throughout the City to encourage walkability and community character.	M	5-10	Planning
d) Create a mixed use node near the new Owatonna Senior High School in southeast Owatonna to include commercial and high density residential uses.	H	5	Planning
e) Continue to explore growth opportunities outside current city limits to expand housing and commercial opportunities.	M	>>>>	Planning
Goal 3. Support Owatonna's economic development through land use plans and policies.			
a) Continue to invest in and support downtown Owatonna as the economic and social center of the City – a destination to live, work, and play.	H	>>>>	Planning, Chamber, CC, EDA, Parks
b) Continue mixed use development along the Straight River and create connections to the river as an amenity and resource.	H	5-10	Planning, Parks, Chamber
c) Continue to build on Owatonna's historic buildings and character in land use and development decisions.	L	>>>>	Planning, Chamber, CC

Plan Goals and Strategies	Priority	Timeline	Responsibility
d) Explore adding open space areas and trails to the industrial park area along with improved connections to the rest of Owatonna.	M	5-10	Planning
e) Study the potential of adding residential and mixed use along the fringes of the industrial park area	L	10+	Planning
f) Pursue pad-ready commercial and industrial sites as a tool to attract new development.	M	5-10	Planning, Chamber
HOUSING GOALS			
Goal 1. Provide an appropriate mix of housing types in Owatonna.			
a) Explore programs and opportunities to develop a range of affordable housing in Owatonna.	H	>>>	Planning, HRA
b) Apply recommendations in the <i>2023 Comprehensive Housing Needs Analysis</i> for market rate housing, developing lots and executive housing.	H	>>>	Planning, HRA
c) Explore programs and opportunities to develop senior housing in Owatonna, both independent and assisted living.	H	5-10	Planning, HRA
d) Develop policies and programs to ensure that the City's existing housing stock is safe, attractive, and well-maintained.	M	>>>	Planning, Building
e) Maintain and enhance policies and programs to license and regulate rental housing in the City.	L	5-10	Planning, HRA, Fire
f) Encourage and support sustainable and climate resilient design in new and existing housing.	M	5-10	Planning
g) Update the City's housing market study regularly to understand the evolving housing needs in Owatonna.	M	>>>	Planning, HRA
Goal 2. Guide residential land use in appropriate locations in the City.			
a) Encourage new housing development in and near downtown Owatonna.	H	10+	Planning, EDA
b) Encourage a mix of housing opportunities in southeast Owatonna near the new high school.	M	10+	Planning, EDA
c) Support multi-family residential in areas with proximity to major thoroughfares, commercial areas, open space or other amenities, or in areas that are an extension of existing multi-family use.	H	>>>	Planning, HRA, EDA
d) Require street and sidewalk/trail connections among all new and existing housing developments wherever possible.	H	5	Planning, Engineering
e) Support annexation of land when there is less than a five-year supply of lots based on recent land consumption or if there are other benefits to the City for annexation.	L	10+	Planning, CC

Plan Goals and Strategies	Priority	Timeline	Responsibility
DOWNTOWN GOALS			
Goal 1. Continue to promote Downtown Owatonna as the social, economic, and cultural hub of the region.			
a) Encourage new and redeveloped housing opportunities in and near downtown.	H	5	Planning, HRA
b) Continue to prioritize revitalization of the riverfront through cleanup activities and redevelopment.	H	5-10	Parks, CC, Planning
c) Explore opportunities to use underutilized spaces in downtown, maintaining active spaces on ground-level and more passive spaces on the upper level.	H	5	Planning, EDA, Chamber
d) Continue to work with partners and stakeholders to promote and enhance business opportunities and activity in the downtown area.	H	>>>	Chamber, EDA
e) Continue to explore connections to and across the Straight River in Downtown.	H	5-10	Planning, Chamber, Parks
Goal 2. Continue to implement the Downtown Streetscape Study.			
a) Improve ongoing circulation and access throughout downtown for pedestrians, bicyclists and vehicles.	M	>>>	Planning, Engineering, County
b) Maintain and enhance accessibility and pedestrian safety.	H	5-10	Engineering, County
c) Provide new and maintain existing amenities such as street lighting and street furniture in downtown.	M	5	CC, Parks
d) Incorporate art and placemaking into plans for downtown streetscaping.	L	5-10	Chamber, CC
Goal 3. Continue to preserve the Downtown Historic District	M	>>>	Planning, Chamber
a) Work with property owners to maintain historic buildings through the Main Street Forgivable Loan program or other similar program.	M	>>>	Planning, Chamber, EDA
b) Work with property owners and businesses to utilize upper spaces in Downtown through the Main Street Upper-Level Grant program.	M	>>>	Planning, Chamber, EDA
COMMUNITY DESIGN GOALS			
Goal 1. Identify character districts in Owatonna for development of design guidelines.			
a) In Downtown and Mixed Use nodes require placement of building close to the street, with sidewalks serving development and parking to the side and rear through new mixed use form-based zoning districts.	M	5	Planning

Plan Goals and Strategies	Priority	Timeline	Responsibility
b) Develop minimum building materials standards within the zoning code to maintain and enhance the community character, appropriate to various character districts.	M	5	Planning
c) Develop minimum design standards related to building façade, roof treatment, landscaping, lighting and other features in the various character districts.	M	5	Planning
d) Develop design guidelines for the downtown area, requiring continuity in the design and scale of development, consistent with the historic character of the area.	M	5	Planning
Goal 2. Prioritize pedestrian and bike access in all new development and redevelopment projects to provide continuity and choice in access to all parts of the City.	H	5	Parks, Planning, Engineering
a) Strive to fill missing connections in the overall sidewalk and trail network.	H	5	Parks, Planning, Engineering
PARK & TRAIL GOALS			
Goal 1. Improve and diversify park, trail and recreation opportunities in Owatonna.			
a) Follow the recommendations of the Owatonna Parks System Master Plan and update the Plan every 10 years to address changing needs in the City. Align goals and policies with the Comprehensive Plan.	H	>>>	Parks
b) Prioritize green space for each neighborhood in Owatonna, including active park space within one half mile of all residents wherever possible, and sidewalk or trail links between Owatonna neighborhoods and key destinations and services.	H	5-10	Parks
c) Continue seeking regional park status for the combined properties of Kaplan's Woods, Lake Kohlmeier and a portion of the Straight River public land as a regional park.	H	5	Parks
d) Explore the use of the quarry in Northwest Owatonna as a regional hub (park) once it reaches the end of its quarry reserves.	L	10+	Parks, Planning
e) Strive to make all City park and recreation facilities accessible, safe and welcoming for all ages and abilities.	H	>>>	Parks
f) Continue to maintain Owatonna's existing parks and trails by exploring creative funding and financing strategies.	H	>>>	Parks
g) Integrate park and recreation facilities into a planned community center.	H	5	Parks, Administration, Community Partners, ISD 761
h) Explore a park land dedication ordinance to support acquisition, development and improvement for the park, trail and natural resource system.	H	5	Parks, Planning
Goal 2. Improve connections within the park and trail system in Owatonna.			

Plan Goals and Strategies	Priority	Timeline	Responsibility
a) Explore new east-west trail connections between Downtown, across the Straight River, across I-35, and the industrial park.	M	5-10	Parks, Planning
b) Continue focusing on trail development, trail safety, and maintenance of existing trails in the community.	H	>>>	Parks
c) Continue to pursue including Owatonna's trail system in the regional trail system defined by the Greater Minnesota Regional Parks and Trails Commission (GMRPTC), providing both north-south and east-west trail connections to regional destinations.	M	5-10	Parks
d) Pursue funding to develop and implement a Safe Routes to School program in Owatonna.	H	5	Parks, Planning
Goal 3. Improve the health and wellness of the community through equitable park planning and construction.			
a) Prioritize planting trees in new and existing parks, and along trail corridors to allow for shade and a more robust urban tree canopy.	M	>>>	PW, Parks
b) Prioritize improving the health of Owatonna's natural areas, rivers and streams.	M	>>>	Parks, Engineering
c) Explore adopting Level of Service (LOS) metrics for parks planning through a Parks Master Plan update.	H	5	Parks
d) Continue to plan for parks as critical infrastructure in all new and existing neighborhoods to improve physical and mental health of residents.	H	>>>	Parks, Planning
e) Explore opportunities to add parks and trails through an updated Parks and Trail Master Plan that build a sense of community, improve physical and mental health of residents and address any gaps in the overall parks system.	H	5-10	Parks, Planning
Goal 4. Focus on partnerships to improve Owatonna's parks and trails system.			
a) Continue to work cooperatively on park and recreation programs and facilities with Owatonna Public Schools.	H	>>>	Parks, ISD 761, CC
b) Continue to establish relationships with Steele County and neighboring communities to partner on regional trail opportunities in order to best secure future grant funding of these amenities.	M	10+	Parks, DNR, other agencies
c) Explore new partnerships and strengthen existing partnerships to leverage funding and deliver services.	M	>>>	Parks, DNR, Federal partners
d) Work with the community to understand parks needs and target parks that need enhancement and investment.	H	>>>	Parks
ECONOMIC DEVELOPMENT GOALS			
Goal 1. Continue to support and expand the workforce and quality of life in Owatonna.			
a) Continue to champion partnerships with SteeleCoWorks, Owatonna Public Schools, Riverland Community College, and	M	>>>	Chamber, EDA

Plan Goals and Strategies	Priority	Timeline	Responsibility
other educational organizations to support educational programs that will meet Owatonna's workforce needs.			
b) Work to identify and implement activities, services, and community features that will attract and retain young people and employees in Owatonna.	M	5	Chamber, Planning, CC, Parks
c) Continue to build and invest in the vibrancy of Downtown Owatonna to attract businesses and employees to Owatonna.	H	>>>	Chamber, CC
d) Work with partners to highlight Owatonna's unique strengths such as the school system, Straight River, historic downtown and community events.	M	>>>	Planning, CC, EDA, Chamber
e) Continue to address city challenges including lack of workforce housing and regional transportation options that improve quality of life and livability of the city.	M	5-10	Planning, CC, EDA, Chamber
Goal 2. Continue to support new business development in Owatonna.			
a) Expand the services and awareness of offerings for the business incubator program.	H	5	OABDC, EDA
b) Work to reduce any actual or perceived regulatory barriers to new development in Owatonna.	H	>>>	Planning, Chamber, CC
c) Continue to work with the Owatonna Chamber of Commerce and other business interests to attract businesses to Owatonna.	H	>>>	Planning, Chamber, CC
d) Continue to support business growth near the airport and attract industries that benefit from this proximity.	H	5-10	Planning, Airport, CC
e) Work to develop pad-ready commercial and industrial sites to attract new businesses.	H	10+	Planning, Chamber
Goal 3. Continue to support existing businesses in Owatonna			
a) Work to retain existing businesses wishing to grow or expand by assisting with location identification, development regulations and/or incentives for growth or expansion in the city.	H	>>>	Planning, Chamber, EDA
b) Work with the Owatonna Chamber of Commerce to identify ways the city can help support existing businesses.	L	>>>	Planning, Chamber, EDA, CC
Goal 4. Support efforts to better connect people to jobs			
a) Explore opportunities to expand transit within Owatonna.	M	5-10	SMART, Planning, Engineering
b) Explore opportunities to establish regional transportation routes to surrounding communities to provide increased access for workers.	M	5-10	Planning
c) Enhance multimodal connections between the industrial and commercial job centers and existing or new housing areas.	M	5-10	Planning, Parks, Engineering

Plan Goals and Strategies	Priority	Timeline	Responsibility
TRANSPORTATION GOALS			
Goal 1. Improve transportation connections within Owatonna.			
a) Explore a new east-west bicycle/pedestrian connections to connect the east and west sides of the City.	M	5-10	Parks, Engineering, Planning
b) Explore a new north-south vehicle and multi-modal connection on the east side of the City.	H	5	County, Engineering
c) Include traffic calming on roadway segments and intersections where pedestrians are present.	M	>>>	Planning, Engineering
d) Narrow roads where possible to fit neighborhood character.	H	5	Planning, Engineering
e) Explore allowing more continuous roadway corridors by removing stop signs and other controls where possible.	L	>>>	Engineering
f) Continue to prioritize road maintenance throughout the City.	H	>>>	Engineering, CC
Goal 2. Improve multimodal transportation options in Owatonna.			
a) Explore expanded transit within the City to provide increased access for workers and shoppers.	L	10+	Planning, Engineering
b) Explore expanded transit options between Owatonna and nearby cities.	M	5-10	Planning, Engineering, SE MN Together
c) Provide bike lanes and sidewalks on key roadways.	H	5	Planning, Engineering
d) Strive for the safest possible facility type for bike and pedestrian infrastructure.	H	5	Planning, Engineering
e) Explore adoption of a Complete Streets Policy .	M	10+	Planning, Engineering
f) Pursue funding to develop and implement a Safe Routes to School program in Owatonna.	H	5	Parks, Planning, Engineering, ISD 761
g) Complete a sidewalk and trail plan update or re-write to reflect the changing needs of the community and develop a reoccurring plan update cycle	H	5-10	Planning, Engineering, Parks
SUSTAINABILITY & RESILIENCE GOALS			
Goal 1. Continue activities that preserve and maintain Owatonna's natural resources			
a) Continue efforts to plant, preserve and manage trees to lower urban heat island effect within the City including Tree City USA, Shade Tree Committee, and urban forestry practices	H	>>>	PW, Parks

Plan Goals and Strategies	Priority	Timeline	Responsibility
b) Continue efforts to ensure clean water including partnership with the Straight River Cleanup – Clean Rivers Partners (CRP) and through the City's Clean H2Owatonna program.	H	>>>	PW
c) Continue public works objectives to provide and operate a Municipal Separate Storm Sewer System (MS4), provide and properly manage a yard waste compost site, protect the environment through administration of programs and permits, maintain a healthy and diverse urban forest.	H	>>>	PW
d) Continue the city's status as a Pollinator Friendly City and explore ways to include native plantings in parks and new developments.	M	>>>	PW, Parks, Planning
e) Continue strategic plan goals for flood mitigation and emergency management.	H	>>>	Planning, Fire
f) Create and continue partnerships to clean up the Straight River and provide access to this natural resource.	H	5	Clean River Partners, PW, 1W1P
Goal 2. Explore programs and regulations that will enhance the city's sustainability and resilience			
a) Explore participation in the GreenStep Cities and Gold Leaf program to encourage city-led sustainability and climate action.	H	5	OPU, Administration
b) Encourage sustainable land management practices to preserve and enhance the city's natural resources.	M	5-10	Planning, Engineering
c) Explore the adoption of ordinance language to establish shoreline buffers, address erosion issues along waterways and protect them from pollution.	H	5	Planning, Engineering
d) Explore adoption of ordinance language to designate Environmentally Sensitive Areas and establish protected areas, as identified in the City's Surface Water Management Plan. These areas include wetlands, wooded areas, shorelands, unprogrammed open spaces, and critical habitats	M	5-10	Planning
Goal 3. Continue to develop sustainable and equitable governance structures			
a) Continue transparency and inclusion in City decisions and actions, including exploration of a communications hub of events and resources for new and existing residents.	H	>>>	All partners
b) Continue embracing diversity as a strength and work to ensure community leadership is representative of this diversity.	H	>>>	All partners
Goal 4. Continue to provide city services in an efficient and sustainable manner			
a) Plan for efficient and effective growth of City infrastructure and services.	H	>>>	Planning, Engineering
b) As shown in the City's Future Land Use Map, approach development growth that is sustainable in the long-term.	H	>>>	Planning

Plan Goals and Strategies	Priority	Timeline	Responsibility
c) Maximize efforts to incorporate energy savings, renewable energy, resilience, and sustainable practices in all areas of City services.	H	>>>	Planning, OPU, Administration
d) Continue to be fiscally responsible through careful stewardship of City resources and staff.	H	>>>	CC
UTILITY GOALS			
Goal 1. Continue to partner with municipal Owatonna Public Utilities to maintain the existing water supply, natural gas and electric systems and plan for expansion of these systems as the city plans for growth.			
a) Although the city does not have a primary role in providing these services, the city should continue to view OPU as a partner in providing these services as efficiently as possible to residents.	H	>>>	CC
Goal 2. Continue to plan for effective and efficient operation and maintenance of the city's sanitary sewer system			
a) The city will construct its system to facilitate operation and maintenance and prevent inflow and infiltration.	H	>>>	PW
b) Maintain a detailed inventory of its sanitary sewer system including an up-to-date electronic map including location and specifications of all pipes, structures, and lift stations.	H	>>>	PW
c) The city will regularly televise and clean its sanitary sewer system to determine whether it is performing adequately.	H	>>>	PW
d) During major street reconstruction projects, the city will assess the system within the project area and makes improvements as needed.	H	>>>	PW
e) The city is committed to training those responsible for managing its sanitary sewer system and ensures that staff has the equipment necessary to properly maintain the system.	H	>>>	CC
Goal 3. Continue to plan for expansion of the wastewater system as the city plans for growth.			
a) Implement priority actions from the 2023 Wastewater Collection System Study or subsequent updates to this plan.	H	>>>	PW
b) The extension of sanitary sewers shall be programmed to achieve maximum benefit from the existing utilities.	H	>>>	PW
c) The sanitary sewer system shall be constructed to accommodate the proposed land use densities and uses identified in the future land use plan.	H	>>>	PW
d) The city will provide a system reserve capacity in all trunk designs so that local occurrences of higher sewage generating uses or higher densities can be accommodated.	H	>>>	PW

Plan Goals and Strategies	Priority	Timeline	Responsibility
e) When in-fill development or redevelopment occurs, Owatonna will evaluate existing sanitary sewer systems as to their capacity	H	>>>	PW
Goal 4. Provide, improve, and maintain the public storm sewer system and the stormwater management program as the City plans for growth.			
a) Implement strategies, actions, and capital improvement projects identified in the City's Comprehensive Surface Water Management Plan and update strategies based on development assumptions in the Future Land Use Map.	H	5	PW, Planning
b) Continue compliance with and enforcement of the MS4 Program and Permit requirements.	H	>>>	Stormwater
c) Continue implementing the City's Clean H2Owatonna Stormwater Management Program.	M	5	Stormwater
d) Seek partnerships and collaboration with agencies, organizations, and local property owners	M	5	Stormwater
e) Review and revise stormwater management ordinance, development standards, and modeling as industry standards and climate trends evolve.	H	>>>	Stormwater
f) Continue to improve the tools used to achieve water quality objectives.	M	>>>	Stormwater
g) Improve infrastructure resiliency related to climate change and increased rainfall amount, duration, and frequency.	M	5-10	Stormwater
h) Improve and identify infrastructure capacity and adequacy related to new development and redevelopment.	H	5	Stormwater
i) Encourage and adopt low impact development standards.	H	5	Stormwater, Planning
j) Make progress towards meeting current and future waste load allocations (WLAs) derived from total maximum daily load (TMDL) goals, to address the need to improve water quality, and meet objectives in the Surface Water Management Plan.	M	10+	Stormwater
k) Implement stormwater management controls identified in the City's Pollutant Reduction Strategy Plan	M	5-10	Stormwater
l) Encourage private investment and interest in green infrastructure and other stormwater controls	H	5	Stormwater, Planning
m) Seek opportunities, identify locations, and potential funding sources for implementing stormwater practices and improvements in areas of developed portions of the City.	M	>>>	Stormwater, Planning

IMAGINE OWATONNA 2050 COMPREHENSIVE PLAN

IMPLEMENTATION MATRIX



Priority	
H	High
M	Medium
L	Low

Timeline	
5	Short-term - 5 years
5-10	Medium-term - 5-10 years
10+	Long-term - 10+ years
>>>	Ongoing

5

DTG2	b) Provide new and maintain existing amenities such as street lighting and street furniture in downtown.	M	5	CC, Parks
CDG1	a) In Downtown and Mixed Use nodes require placement of building close to the street, with sidewalks serving development and parking to the side and rear <u>through new mixed use form-based zoning districts.</u>	M	5	Planning
CDG1	b) Develop minimum building materials standards within the zoning code to maintain and enhance the community character, appropriate to various character districts.	M	5	Planning
CDG1	c) Develop minimum design standards related to building façade, roof treatment, landscaping, lighting and other features in the various character districts.	M	5	Planning
CDG1	d) Develop design guidelines for the downtown area, requiring continuity in the design and scale of development, consistent with the historic character of the area.	M	5	Planning

EDG1	b) Work to identify and implement activities, services, and community features that will attract and retain young people and employees in Owatonna.	M	5	Chamber, Planning, CC, Parks
UG4	c) Continue implementing the City's Clean H2Owatonna Stormwater Management Program.	M	5	Stormwater
UG4	d) Seek partnerships and collaboration with agencies, organizations, and local property owners	M	5	Stormwater
LUG1	b) Explore developing a regional destination community center to include an indoor swimming pool, indoor and outdoor recreation facilities, meeting rooms, and other integrated uses.	H	5	Planning, Parks, CC, Administration
LUG2	a) Provide areas for a mix of housing densities and types throughout the City <u>in new mixed use form-based zoning districts.</u>	H	5	Planning
LUG2	b) Identify and zone new neighborhoods and neighborhood nodes on the east side of the City to include commercial and high density housing to serve as focal points for new development in <u>new mixed use form-based zoning districts.</u>	H	5	Planning
LUG2	d) Create a mixed use node near the new Owatonna Senior High School in southeast Owatonna to include commercial and high density residential uses.	H	5	Planning
HG2	d) Require street and sidewalk/trail connections among all new and existing housing developments wherever possible.	H	5	Planning, Engineering
DTG1	a) Encourage new and redeveloped housing opportunities in and near downtown.	H	5	Planning, HRA
DTG1	c) Explore opportunities to use underutilized spaces in downtown, maintaining active spaces on ground-level and more passive spaces on the upper level.	H	5	Planning, EDA, Chamber
Actual CD goal 2	Goal 2. Prioritize pedestrian and bike access in all new development and redevelopment projects to provide continuity and choice in access to all parts of the City.	H	5	Parks, Planning, Engineering
PTG1	c) Continue seeking regional park status for the combined properties of Kaplan's Woods, Lake Kohlmeier and a portion of the Straight River public land as a regional park.	H	5	Parks

PTG1	g) Integrate park and recreation facilities into a planned community center.	H	5	Parks, Administration, Community Patners, ISD 761
PTG1	h) Explore a park land dedication ordinance to support acquisition, development and improvement for the park, trail, and natural resource system	H	5	Parks, Planning
PTG2	d) Pursue funding to develop and implement a Safe Routes to School program in Owatonna.	H	5	Parks, Planning
PTG3	c) Explore adopting Level of Service (LOS) metrics for parks planning through a Parks Master Plan update.	H	5	Parks
EDG2	a) Expand the services and awareness of offerings for the business incubator program.	H	5	OABDC, EDA
TG1	b) Explore a new north-south vehicle and multi-modal connection on the east side of the City.	H	5	County, Engineering
TG1	d) Narrow roads where possible to fit neighborhood character.	H	5	Planning, Engineering
TG2	c) Provide bike lanes and sidewalks on key roadways.	H	5	Planning, Engineering
TG2	d) Strive for the safest possible facility type for bike and pedestrian infrastructure.	H	5	Planning, Engineering
TG2	f) Pursue funding to develop and implement a Safe Routes to School program in Owatonna.	H	5	Parks, Planning, Engineering, ISD 761
SUG1	d) Continue to embrace the city's status as a Pollinator Friendly City and explore ways to include native plantings in parks and new developments.	H	5	PW, Parks, Planning
SUG1	f) Create and continue partnerships to clean up the Straight River and provide access to this natural resource.	H	5	Clean River Partners, PW, 1W1P
SUG2	a) Explore participation in the GreenStep Cities and Gold Leaf program to encourage city-led sustainability and climate actions.	H	5	OPU, City Admin
SUG2	c) Explore the adoption of ordinance language to establish shoreline buffers, address erosion issues along waterways and protect them from pollution.	H	5	Planning, Engineering

UG4	a) Implement strategies, actions, and capital improvement projects identified in the City's Comprehensive Surface Water Management Plan and update strategies based on development assumptions in the Future Land Use Map.	H	5	PW, Planning
UG4	h) Improve and identify infrastructure capacity and adequacy related to new development and redevelopment.	H	5	Stormwater
UG4	i) Encourage and adopt low impact development standards.	H	5	Stormwater, Planning
UG4	l) Encourage private investment and interest in green infrastructure and other stormwater controls	H	5	Stormwater, Planning

5-10

DTG2	c) Incorporate art and placemaking into plans for downtown streetscaping.	L	5-10	Chamber, CC
HG1	d) Maintain and enhance policies and programs to license and regulate rental housing in the City.	L	5-10	Planning, HRA, Fire
HG1	e) Encourage and support sustainable and climate resilient design in new and existing housing.	M	5-10	Planning
LUG2	c) Encourage mixed use development at key focus areas throughout the City to encourage walkability and community character.	M	5-10	Planning
LUG3	d) Explore adding open space areas and trails to the industrial park area along with improved connections to the rest of Owatonna.	M	5-10	Planning
LUG3	f) Pursue pad-ready commercial and industrial sites as a tool to attract new development.	M	5-10	Planning, Chamber
PTG2	a) Explore new east-west trail connections between Downtown, across the Straight River, across I-35, and the industrial park.	M	5-10	Parks, Planning
PTG2	c) Continue to pursue including Owatonna's trail system in the regional trail system defined by the Greater Minnesota Regional Parks and Trails Commission (GMRPTC), providing both north-south and east-west trail connections to regional destinations.	M	5-10	Parks

EDG1	e) Continue to address city challenges including lack of workforce housing and regional transportation options that improve quality of life and livability of the city.	M	5-10	Planning, CC, EDA, Chamber
EDG4	a) Explore opportunities to expand transit within Owatonna	M	5-10	SMART, Planning, Engineering
EDG4	b) Explore opportunities to establish regional transportation routes to surrounding communities to provide increased access for workers.	M	5-10	Planning
EDG4	c) Enhance multimodal connections between the industrial and commercial job centers and existing or new housing areas.	M	5-10	Planning, Parks, Engineering
TG1	a) Explore a new east-west bicycle/pedestrian connections to connect the east and west sides of the City.	M	5-10	Parks, Engineering, Planning
TG2	b) Explore expanded transit options between Owatonna and nearby cities.	M	5-10	Planning, Engineering, SE MN Together
SUG2	b) Encourage sustainable land management practices to preserve and enhance the city's natural resources.	M	5-10	Planning, Engineering
SUG2	d) Explore adoption of ordinance language to designate Environmentally Sensitive Areas and establish protected areas, as identified in the City's Surface Water Management Plan. These areas include wetlands, wooded areas, shorelands, unprogrammed open spaces, and critical habitats	M	5-10	Planning
UG4	g) Improve infrastructure resiliency related to climate change and increased rainfall amount, duration, and frequency.	M	5-10	Stormwater
UG4	k) Implement stormwater management controls identified in the City's Pollutant Reduction Strategy Plan	M	5-10	Stormwater
LUG3	b) Continue mixed use development along the Straight River and create connections to the river as an amenity and resource.	H	5-10	Planning, Parks, Chamber
HG1	b) Explore programs and opportunities to develop senior housing in Owatonna, both independent and assisted living.	H	5-10	Planning, HRA

DTG1	b) Continue to prioritize revitalization of the riverfront through cleanup activities and redevelopment.	H	5-10	Parks, CC, Planning
DTG2	a) Maintain and enhance accessibility and pedestrian safety.	H	5-10	Engineering, County
Actual DT goal 5	Goal 5. Continue to explore connections to and across the Straight River downtown and development on the riverfront as an amenity for Downtown.	H	5-10	Planning, Chamber, Parks
PTG1	b) Provide green space for each neighborhood in Owatonna, including active park space within one half mile of all residents wherever possible, and sidewalk or trail links between Owatonna neighborhoods and key destinations and services.	H	5-10	Parks
PTG3	e) Explore opportunities to add parks and trails through an updated Park and Trail System Master Plan that build a sense of community, improve physical and mental health of residents and address any gaps in the overall parks system.	H	5-10	Parks, Planning
EDG2	d) Continue to support business growth near the airport and attract industries that benefit from this proximity.	H	5-10	Planning, Airport, CC

10+

LUG3	e) Study the potential of adding residential and mixed use along the fringes of the industrial park area	L	10+	Planning
HG2	e) Support annexation of land when there is less than a five-year supply of lots based on recent land consumption or if there are other benefits to the City for annexation.	L	10+	Planning, CC
PTG2	d) Explore the use of the quarry in Northwest Owatonna as a regional hub (park) once it reaches the end of its quarry reserves.	L	10+	Parks, Planning
TG2	a) Explore expanded transit within the City to provide increased access for workers and shoppers.	L	10+	Planning, Engineering
HG2	b) Encourage a mix of housing opportunities in southeast Owatonna near the new high school.	M	10+	Planning, EDA
PTG4	b) Continue to establish relationships with Steele County and neighboring communities to partner on regional trail opportunities in order to best secure future grant funding of these amenities.	M	10+	Parks, DNR, other agencies

TG2	e) Explore adoption of a Complete Streets Policy.	M	10+	Planning, Engineering
UG4	j) Make progress towards meeting current and future waste load allocations (WLAs) derived from total maximum daily load (TMDL) goals, to address the need to improve water quality, and meet objectives in the Surface Water Management Plan.	M	10+	Stormwater
HG2	a) Encourage new housing development in and near downtown Owatonna.	H	10+	Planning, EDA
EDG2	e) Work to develop pad-ready commercial and industrial sites to attract new businesses.	H	10+	Planning, Chamber

>>>

LUG3	c) Continue to build on Owatonna's historic buildings and character in land use and development decisions.	L	>>>	Planning, Chamber, CC
EDG3	b) Work with the Owatonna Chamber of Commerce to identify ways the city can help support existing businesses.	L	>>>	Planning, Chamber, EDA, CC
TG1	e) Explore allowing more continuous roadway corridors by removing stop signs and other controls where possible.	L	>>>	Engineering
LUG1	a) Analyze the need for new or reimagined community facilities in Owatonna, prioritizing community engagement to understand the needs of the community.	M	>>>	Planning, Parks
LUG1	c) Explore developing other community facilities in coordination with other city departments and the Chamber of Commerce such as a tourism or welcome center, sports complex and public safety center.	M	>>>	Planning, Parks, Chamber, Administration
LUG2	e) Continue to explore growth opportunities outside current city limits to expand housing and commercial opportunities.	M	>>>	Planning
HG1	f) Update the City's housing market study regularly to understand the evolving housing needs in Owatonna.	M	>>>	Planning, HRA
DTG2	a) Improve ongoing circulation and access throughout downtown for pedestrians, bicyclists and vehicles.	M	>>>	Planning, Engineering, County
Actual DT goal 4	Goal 4. Continue to preserve the Downtown Historic District	M	>>>	Planning, Chamber

PTG3	a) Prioritize planting trees in new and existing parks, and along trail corridors to allow for shade and a more robust urban tree canopy.	M	>>>	PW, Parks
PTG3	b) Prioritize improving the health of Owatonna's natural areas, rivers and streams.	M	>>>	Parks, Engineering
PTG3	d) Continue to plan for parks as critical infrastructure in all new and existing neighborhoods to improve physical and mental health of residents.	M	>>>	Parks, Planning
PTG4	c) Explore new partnerships and strengthen existing partnerships to leverage funding and deliver services.	M	>>>	Parks, DNR, Federal partners
EDG1	a) Continue to champion partnerships with SteeleCoWorks, Owatonna Public Schools, Riverland Community College, and other educational organizations to support educational programs that will meet Owatonna's workforce needs.	M	>>>	Chamber, EDA
EDG1	d) Work with partners to highlight Owatonna's unique strengths such as the school system, Straight River, historic downtown and community events.	M	>>>	Planning, CC, EDA, Chamber
TG1	c) Include traffic calming on roadway segments and intersections where pedestrians are present.	M	>>>	Planning, Engineering
SUG1	d) Continue the city's status as a Pollinator Friendly City and explore ways to include native plantings in parks and new developments.	M	>>>	PW, Parks, Planning
UG4	f) Continue to improve the tools used to achieve water quality objectives.	M	>>>	Stormwater
UG4	m) Seek opportunities, identify locations, and potential funding sources for implementing stormwater practices and improvements in areas of developed portions of the City.	M	>>>	Stormwater, Planning
LUG3	a) Continue to invest in and support downtown Owatonna as the economic and social center of the City – a destination to live, work, and play.	H	>>>	Planning, Chamber, CC, EDA, Parks
HG2	c) Support multi-family residential in areas with proximity to major thoroughfares, commercial areas, open space or other amenities, or in areas that are an extension of existing multi-family use.	H	>>>	Planning, HRA, EDA

Actual DT goal 3	Goal 3. Continue to work with partners and stakeholders to promote and enhance business opportunities and activity in the downtown area.	H	>>>	Chamber, EDA
PTG1	a) Follow the recommendations of the Owatonna Parks and Trails Master Plan and regularly update the Plan to address changing needs in the City.	H	>>>	Parks
PTG1	f) Continue to maintain Owatonna's existing parks and trails by exploring creative funding and financing strategies.	H	>>>	Parks
PTG1	e) Strive to make all City park and recreation facilities accessible, safe, and welcoming for all ages and abilities.	H	>>>	Parks
PTG2	b) Continue focusing on trail development, trail safety, and maintenance of existing trails in the community.	H	>>>	Parks
PTG3	d) Continue to plan for parks as critical infrastructure in all new and existing neighborhoods to improve physical and mental health of residents.	H	>>>	Parks, Planning
PTG4	a) Continue to work cooperatively on park and recreation programs and facilities with Owatonna Public Schools.	H	>>>	Parks, ISD ISD 761, CC
PTG4	d) Work with the community to understand parks needs and target parks that need enhancement and investment.	H	>>>	Parks
EDG1	c) Continue to build and invest in the vibrancy of Downtown Owatonna to attract businesses and employees to Owatonna.	H	>>>	Chamber, CC
EDG2	b) Work to reduce any actual or perceived regulatory barriers to new development in Owatonna.	H	>>>	Planning, Chamber, CC
EDG2	c) Continue to work with the Owatonna Chamber of Commerce and other business interests to attract businesses to Owatonna.	H	>>>	Planning, Chamber, CC
EDG3	a) Work to retain existing businesses wishing to grow or expand by assisting with location identification, development regulations and/or incentives for growth or expansion in the city.	H	>>>	Planning, Chamber, EDA
TG1	f) Continue to prioritize road maintenance throughout the City.	H	>>>	Engineering, CC

SUG1	a) Continue efforts to plant, preserve and manage trees to lower urban heat island effect within the City including Tree City USA, Shade Tree Committee, and urban forestry practices.	H	>>>	PW, Parks
SUG1	b) Continue efforts to ensure clean water including partnership with the Straight River Cleanup – Clean Rivers Partners (CRP) and through the City's Clean H2Owatonna program.	H	>>>	PW
SUG1	c) Continue public works objectives to provide and operate a Municipal Separate Storm Sewer System (MS4), provide and properly manage a yard waste compost site, protect the environment through administration of programs and permits, maintain a healthy and diverse urban forest.	H	>>>	PW
SUG1	e) Continue strategic plan goals for flood mitigation and emergency management.	H	>>>	Planning
SUG3	a) Continue transparency and inclusion in City decisions and actions, including exploration of a communications hub of events and resources for new and existing residents.	H	>>>	All partners
SUG3	b) Continue embracing diversity as a strength and work to ensure community leadership is representative of this diversity.	H	>>>	All partners
SUG4	a) Plan for efficient and effective growth of City infrastructure and services.	H	>>>	Planning, Engineering
SUG4	b) As shown in the City's Future Land Use Map, approach development growth that is sustainable in the long-term.	H	>>>	Planning
SUG4	c) Maximize efforts to incorporate energy savings, renewable energy, resilience, and sustainable practices in all areas of City services.	H	>>>	Planning, OPU, Administration
SUG4	d) Continue to be fiscally responsible through careful stewardship of City resources and staff.	H	>>>	CC
UG1	a) Although the city does not have a primary role in providing these services, the city should continue to view OPU as a partner in providing these services as efficiently as possible to residents.	H	>>>	CC

UG2	a) The city will construct its system to facilitate operation and maintenance and prevent inflow and infiltration.	H	>>>	PW
UG2	b) Maintain a detailed inventory of its sanitary sewer system including an up-to-date electronic map including location and specifications of all pipes, structures, and lift stations.	H	>>>	PW
UG2	c) The city will regularly televise and clean its sanitary sewer system to determine whether it is performing adequately.	H	>>>	PW
UG2	d) During major street reconstruction projects, the city will assess the system within the project area and makes improvements as needed.	H	>>>	PW
UG2	e) The city is committed to training those responsible for managing its sanitary sewer system and ensures that staff has the equipment necessary to properly maintain the system.	H	>>>	CC
UG3	a) Implement priority actions from the 2023 Wastewater Collection System Study or subsequent updates to this plan.	H	>>>	PW
UG3	b) The extension of sanitary sewers shall be programmed to achieve maximum benefit from the existing utilities.	H	>>>	PW
UG3	c) The sanitary sewer system shall be constructed to accommodate the proposed land use densities and uses identified in the future land use plan.	H	>>>	PW
UG3	d) The city will provide a system reserve capacity in all trunk designs so that local occurrences of higher sewage generating uses or higher densities can be accommodated.	H	>>>	PW
UG3	e) When in-fill development or redevelopment occurs, Owatona will evaluate existing sanitary sewer systems as to their capacity	H	>>>	PW
UG4	b) Continue compliance with and enforcement of the MS4 Program and Permit requirements.	H	>>>	Stormwater
UG4	e) Review and revise stormwater management ordinance, development standards, and modeling as industry standards and climate trends evolve.	H	>>>	Stormwater

August 23, 2024

To: Planning Commission
From: Community Development Department
RE: Final Plat of Oak Hill Addition.

Background

Jolayne Mohs, on behalf of Owatonna Hope Center, Inc., a request for final plat of Oak Hill Addition, a one lot commercial plat. The property is currently the remainder of the former hospital and clinic and is proposed to be used as a facility offering shelter services, clinic services as well as non-profit office space along with associated parking. No changes have been made since the preliminary plat except for the easement for OPU being added.

The goal of the plat is to combine the existing four parcels that lie within two different plats into one plat and one lot. This will clean up the title of the property as also remove the property lines from the interior of the existing building.

New perimeter drainage and utility easements will also be dedicated with this plat. This will help accommodate some existing utilities. Owatonna Public Utilities has also requested a new utility easement to be dedicated around the east and northerly sides of the building to accommodate relocation of the neighborhood feeder line that currently runs under the building.

Application Review:

Applicant/Owner:	Jolayne Mohs / Owatonna Hope Center Inc
Location of Property:	134 Southview Street SW
Existing Zoning:	Requested to rezone to PUD
Existing Land Use:	The land is currently office and clinic space.
Report Attachments:	1. Location Maps 2. Preliminary Plat 3. Application Letter

Proposed Development:

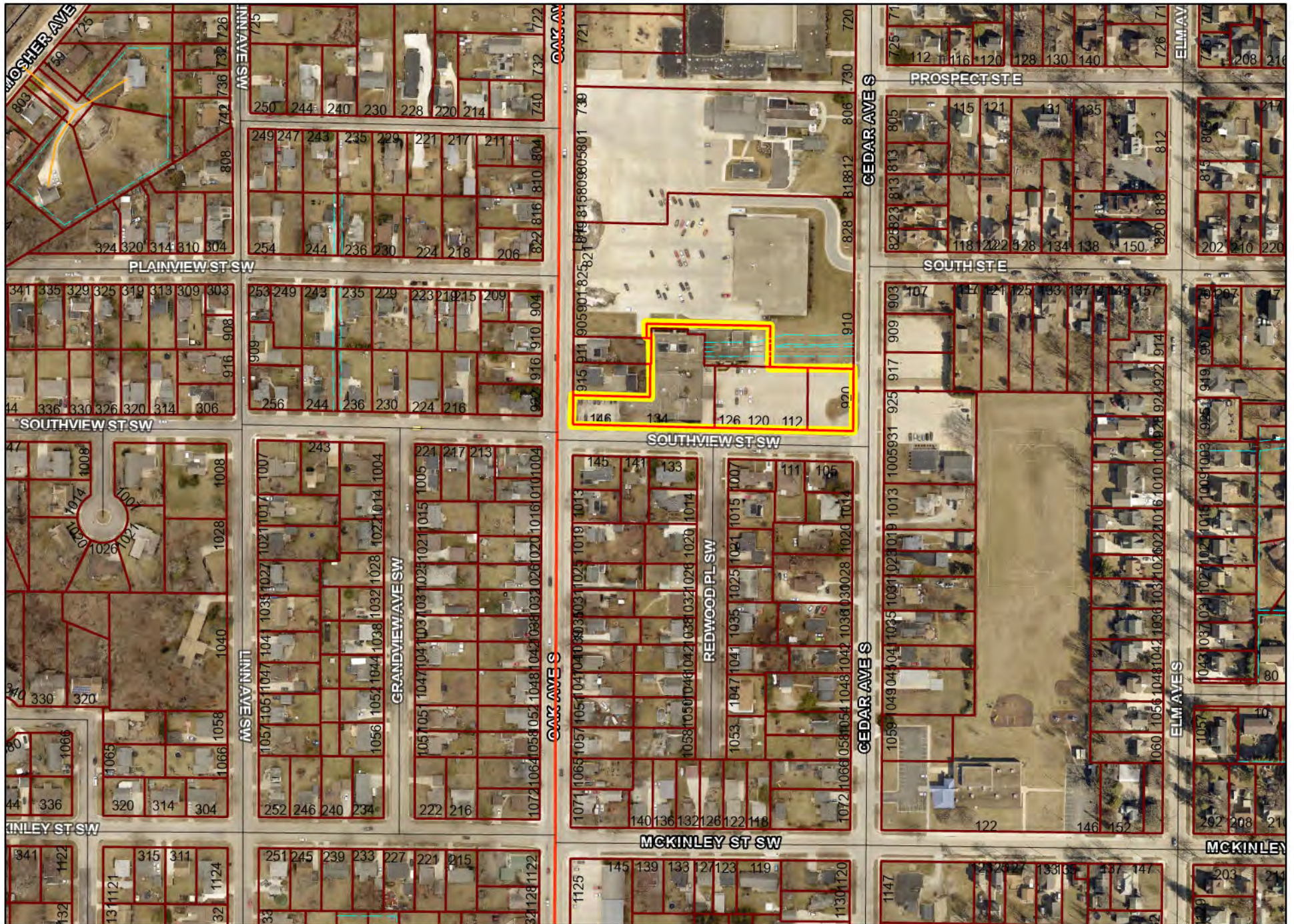
Size of Subdivision:	2.05± acres
Number of Lots:	Multiple commercial lots being platted into one
Lot Configuration:	The lot is irregular in shape.
Street Pattern:	The street pattern will not change from what exists today.

Services:	Services are existing.
Timing/Financing of Development:	The applicant is hoping to record the final plat and begin the construction in the near future.
Outstanding Assessments:	None
Floodplain:	None
Wetlands:	None
Storm Water Drainage:	No changes proposed.
Easements:	The applicant is proposing to dedicate a 10' utility easement along the perimeter of the plat where possible. An additional easement is being required by OPU for electrical relocation.
County/MNDOT Review:	Notices have been sent to Steele County.

Staff Review:

Staff recommends approval of the final plat of Oak Hill Addition with the following conditions:

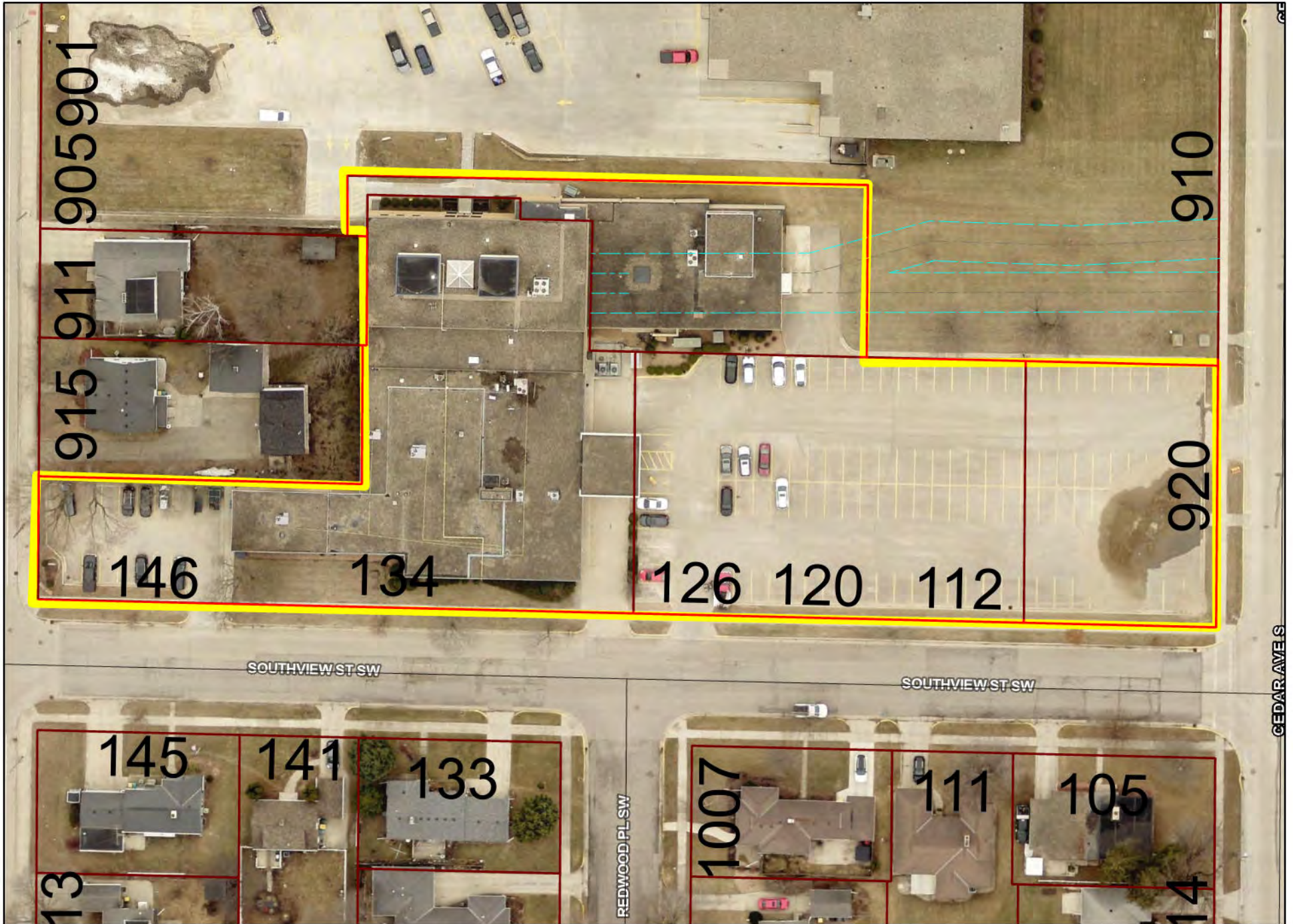
- 1) The final plat shall be recorded within 60 days of the approval.
- 2) The title opinion shall be approved by the City Attorney prior to recording of the final plat.



Owatonna Hope Center / Oak Hill Addition
134 Southview Street SW

1:3,260

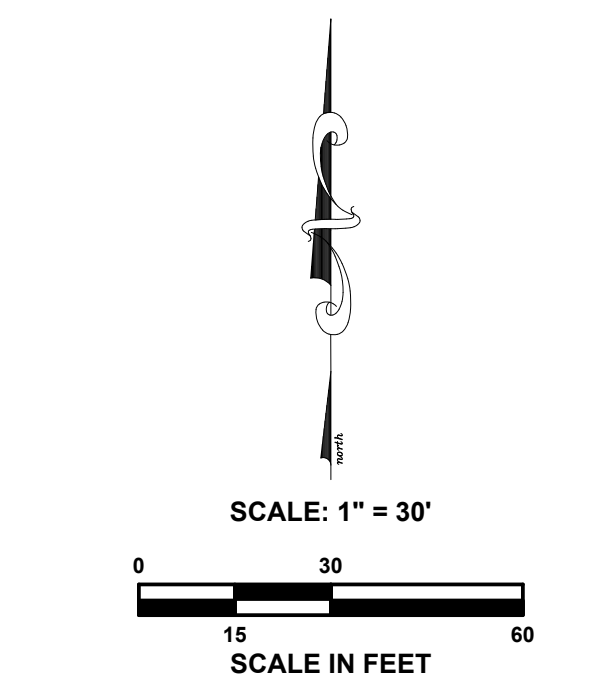
Date: 7/29/2024
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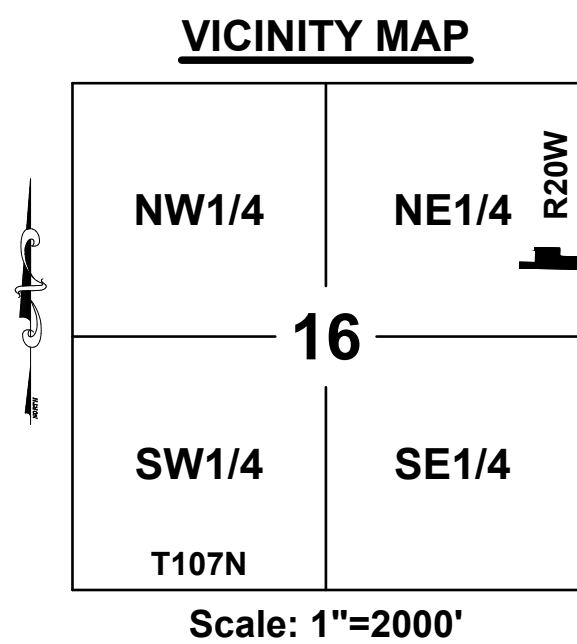
Owatonna Hope Center / Oak Hill Addition
134 Southview Street SW

OFFICIAL PLAT

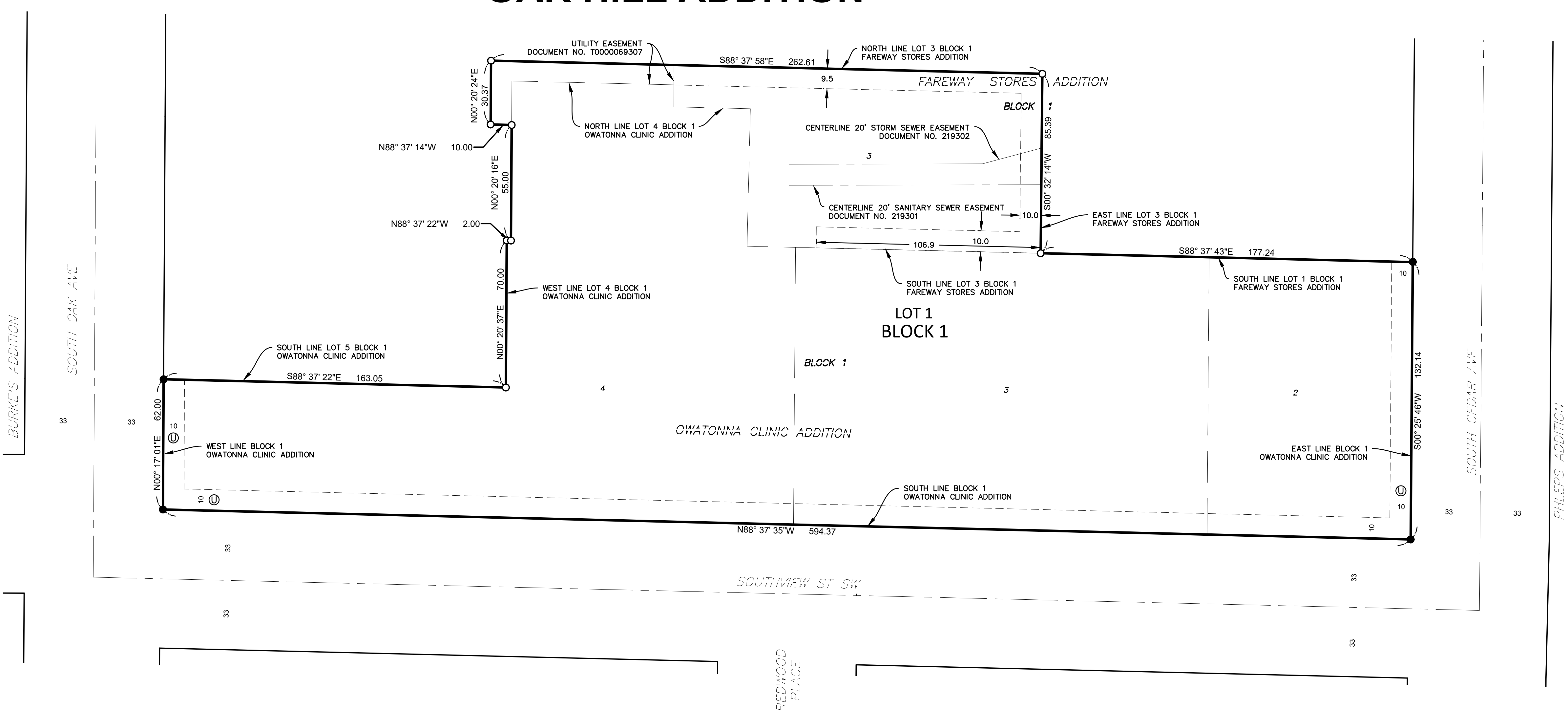
OAK HILL ADDITION



- LEGEND**
- = 5/8" X 16" iron stake monument (capped LS 52646)-Placed
 - = Iron stake monument - Found
 - = Subdivision Plat Corner
 - Ⓢ = Drainage and Utility Easement



BASIS OF BEARING SYSTEM
All bearings are based on the south line of Owatonna Clinic Addition bearing North 88°37'35" West



KNOW ALL PERSONS BY THESE PRESENTS: That Owatonna Hope Center Inc., a Minnesota Corporation, owner of the following described property:

Lots 2, 3, and 4, Block 1, OWATONNA CLINIC ADDITION, and Lot 3, Block 1, FAREWAY STORES ADDITION

has caused the same to be surveyed and platted as OAK HILL ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as created herewith, as shown on this plat.

In witness whereof said Owatonna Hope Center Inc., a Minnesota Corporation, has caused these presents to be signed by its proper officer this

_____ day of _____, 20____.

Owatonna Hope Center Inc., a Minnesota Corporation

Jolayne M. Mohs, President

Gregg Drager, Treasurer

STATE OF MINNESOTA

This instrument was acknowledged before me this _____ day of _____, 20____ by Jolayne M. Mohs, President, and Gregg Drager, Treasurer, of Owatonna Hope Center Inc., a Minnesota Corporation.

John Henry Schulte, Notary Public, State of Minnesota
My Commission Expires January 31, 2026

I, Scott A. Tuchtenhagen, hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a true and correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Scott A. Tuchtenhagen, Licensed Land Surveyor
Minnesota License No. 52646

STATE OF MINNESOTA

This instrument was acknowledged before me this _____ day of _____, 20____ by Scott A. Tuchtenhagen, a licensed land surveyor.

John Henry Schulte, Notary Public, State of Minnesota
My Commission Expires January 31, 2026

This plat of MARTHALER ADDITION was approved and accepted by the City Council of the City of Owatonna, Minnesota at a regular meeting thereof held on the _____ day of _____, 2024, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03 Subd. 2.

Kris M. Busse, City Administrator

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

Scott A. Tuchtenhagen, County Surveyor
Steele County, Minnesota

No delinquent taxes and transfer entered this _____ day of _____, 20____.

Jennifer Mueller, Property Tax and Elections Director
Steele County, Minnesota

I hereby certify that taxes payable for the year 20____ on the land hereinbefore described have been paid this _____ day of _____, 20____.

Candi Lemarr, Finance Director
Steele County, Minnesota

Filed in the Office of the County Recorder this _____ day of _____, 2024, at _____ O'clock ____ M., in Book _____ of Plats,

Page _____, as Document Number _____

Rick G. Kvien, Registrar of Titles
Steele County, Minnesota



JONES, HAUGH & SMITH
PROFESSIONAL ENGINEERS & LAND SURVEYORS

PRELIMINARY PLAT OF OAK HILL ADDITION

PART OF OWATONNA CLINIC ADDITION AND FAREWAY STORES ADDITION
OWATONNA, MINNESOTA

LEGEND

—848—	= EXISTING ELEVATION CONTOUR LINE
●	= Catch Basin
E	= Electric
⚡	= Fire hydrant
G	= Gas Main
⌵	= Guy Anchor
☆	= Light Pole
OH	= Overhead
⚡	= Power Pole
RCP	= Reinforced Concrete Pipe
⌵	= Telephone Pedestal
T	= Telephone
W	= Water Main

OWNER INFORMATION

OWATONNA HOPE CENTER
C/O JOLAYNE MOHS
4160 15H AVE NE
OWATONNA, MN 55060
507-456-7013
JOLAYNEM@TLCOWATONNA.ORG

LAND SURVEYOR

JONES HAUGH, & SMITH, INC.
SCOTT A. TUCHTENHAGEN
415 WEST NORTH STREET
OWATONNA, MN 55060
507-451-4598
SCOTT@JHSENG.COM

ZONING

EXISTING ZONE: B-2 COMMERCIAL BUSINESS

SETBACKS:
ZONE: 30'
REAR: 20'
SIDE: 10'

PROPOSED ZONE: PUD

SETBACKS: MATCH EXISTING

EXISTING LEGAL DESCRIPTION

LOTS 2, 3, AND 4, BLOCK 1, OWATONNA CLINIC ADDITION

AND

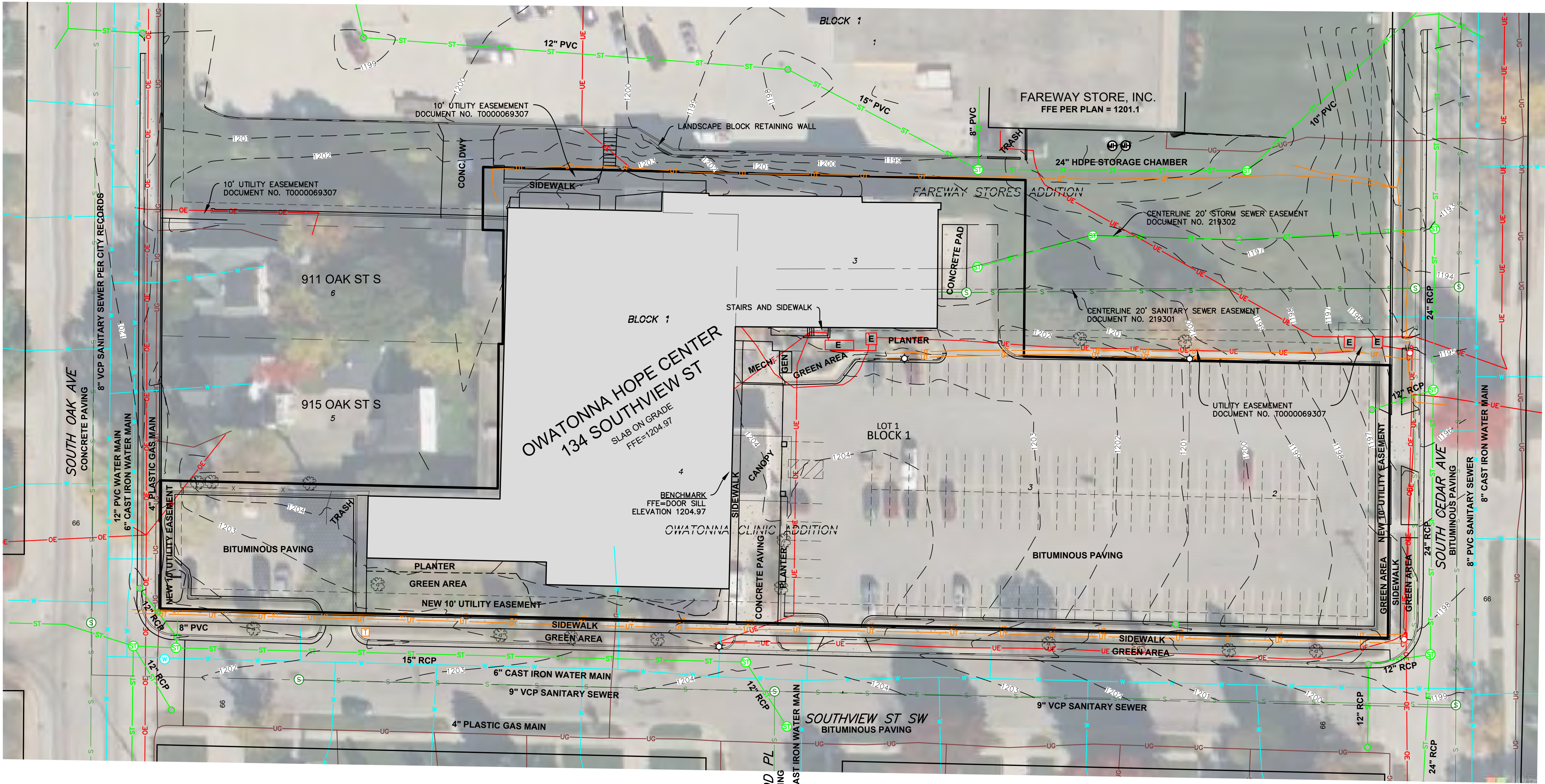
LOT 3, BLOCK 1, FAREWAY STORES ADDITION

UTILITIES NOTE:

WATER MAIN, NATURAL GAS, AND ELECTRIC FACILITIES SHOWN PER OPU DIGITAL RECORDS

PROJECT NOTE:

NO EXTERNAL IMPROVEMENTS TO THE SITE ARE INTENDED.
PLATTING REQUESTED FOR ADMINISTRATIVE COMBINATION OF LOTS PLATTED PER OWATONNA CLINIC ADDITION AND FAREWAY STORES ADDITION AND FOR THE REQUESTED USE.



Owatonna Hope Center Project Narratvie

Owatonna Hope Center (dba: Oak Hill Community Connections) will be the co-location for the following services that are focused on meeting our community needs:

Two short-term housing programs. One program focused on supporting women and children that are experiencing homelessness. The second program will be focused on supporting families that are experiencing homelessness. Commercial and office space will be utilized by HealthFinders (providing medical, dental, and behavioral health care), Community Pathways will have a satellite office space, along with multiple community partners that are serving the needs of our community members that are living on life's margins. This facility will be a secure facility with business hours and the short-term housing programs will be staffed 24 hours a day.