



Norwood Young America Planning Commission
6:00 p.m., Wednesday, April 1, 2025
Norwood Young America City Council Chambers, 310 Elm St. W.
AGENDA

**Jerry
Barr**

1. Call to Order
 - A. Pledge of Allegiance

**Timon
Dammann**

2. Adoption of Agenda

**Mike
Eggers**

3. Approve Minutes of March 4, 2025

**Paul
Hallquist**

4. Introductions, Presentations, and Public Comment
 (Citizens may address the Planning Commission about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The Planning Commission will take no official action on these items but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting.)

**Craig
Heher**

5. Public Hearing

**Charlie
Storms**

- a. Draft Zoning Ordinance Amendment
 - i. C-3 Height Regulations
- b. Draft Comprehensive Plan Amendment
 - i. Downtown District Density

**Connor
Smith**

6. Business

7. Miscellaneous

8. Next Planning Commission Meeting – Tuesday, May 6, 2025, at 6 p.m.

9. Adjourn

UPCOMING MEETINGS

April 9 th	NYA Food Distribution	12:00 PM – 1:00 PM
April 14 th	Economic Development Authority (EDA)	4:30 PM
April 14 th	City Council Meeting	6:00 PM
April 15 th	Park and Recreation Commission Meeting	5:30 PM
April 17 th	Sr. Advisory Commission Meeting	9:00 AM
April 28 th	City Council Workshop/Meeting	5:00 PM/6:00 PM
May 6 th	Planning Commission Meeting	6:00 PM

*Norwood Young America
Planning Commission Minutes
March 4, 2025*

Present: Commissioners Craig Heher, Connor Smith, Paul Hallquist, Timon Dammann, Jerry Barr
Absent: Mike Eggers, Charlie Storms
Staff: Ethan Nelson, City Planner, Karen Hallquist, CED
Public: none

1. Call to Order.

The meeting was called to order by Chair Heher at 6:00 pm. All those present stood for the Pledge of Allegiance.

2. Oath of Office

Craig Heher took the Oath of Office to hold a commission seat for a three-year term.

3. Appointment of Officers

Motion: JB/TD to appoint Craig Heher as Chairperson. Motion passed 4-0.

Motion: PH/JB to appoint Charlie Storms as Vice Chairperson. Motion passed 5-0.

Motion: CH/JB to appoint Paul Hallquist as Parks & Recreation Liaison. Motion passed 4-0.

4. Adoption of Agenda.

Motion: PH/CS to approve agenda. Motion passed 5-0.

5. Approve Minutes of August 6, 2024.

Motion: CH/JB to approve the minutes as written. Motion passed 5-0.

6. Introductions, Presentations, and Public Comment – none

7. Public Hearing - none

8. Business

a. Variance Training

Nelson gave a presentation on what a variance is and what the city's role is when considering a variance request.

b. Draft Zoning Ordinance Amendment Discussion

i. C-3 Height Regulations

Nelson reviewed that current zoning in the C-3 Downtown District allows for a 35 ft building height which is restrictive to surrounding communities. Pictures of current buildings in NYA and neighboring communities were provided as visual examples which were relevant to conditions that could be considered for an increased building height standard. In order to allow future development to be more flexible, recommended changes to the code included a 4th story that allows for 40-54 ft height and the potential for a 5th story with conditions. Based on an increased height, conditions could include an oversized tree/landscape plan, a "step back" approach to façade and story design, and a parking study. Commissioners were not in favor of a 5th story in the C-3 district; however, would consider it for the R-4 high density district. The consensus among Commissioners was to increase the maximum story to a 4th floor with a minimum of 40 ft. They also favored conditions of the 4th floor to include a parking study and increased landscaping requirements dependent on height. Staff will bring back the guided changes regarding the C-3 Downtown District in the form of a public hearing at the April 1, 2025, meeting.

c. Draft Comprehensive Plan Amendment Discussion

i. Downtown and Multiple Family Residential District Densities

Nelson reviewed the densities for all residential zoning per the 2040 Comprehensive Plan. Staff compared NYA's density range to eight other local communities. Based on progressive development efforts and consistent feedback from two housing studies and interested developers, staff gave reasonable recommendations for adjustments for all districts.

Downtown Mixed-Use

- Existing NYA Density Range – 12 to 18 units/acre
- Increase to 40 units/acres to be in the middle of most communities and also attractive to multi-residential developers.

High Density Residential

- Density Range – 12 to 18 units/acre
- Increase at a moderate adjustment to 11 to 25 units/acre to allow a wider range of density. This will also complement the increased height discussion to come about the R-4 high-density district

Medium Density Residential

- Density Range – 8 to 12 units/acre
- Decrease at a moderate adjustment to 5- 11 units/acre to fall in line with densities of other communities

Low Density Residential

- Density Range – 1 to 8 units/acre
- Minor adjustment to 1.2-5 units/acre to better align density on the low end to continue to recognize the rural center character of the community while realizing the density range is currently much more permissive on the maximum units/acre.

Staff will bring back the information with a public hearing at the April 1, 2025, meeting.

9. Miscellaneous - none

10. Next Planning Commission Meeting – Tuesday, April 1, 2025, at 6 p.m.

11. Adjourn

Motion: JB/PH to adjourn at 6:31pm. Motion passed 5-0.

Respectfully Submitted,

Karen Hallquist, Community & Economic Development Director



TO: NYA Planning Commission

FROM: Ethan Nelson, City Planner

DATE: April 1, 2025

SUBJECT: Ordinance Amendment – C-3 Downtown District

BACKGROUND

Staff reviewed the height requirements of the C-3, Downtown District, presented the findings and proposed options to the Planning Commission on March 4, 2025. As a result of the feedback received, staff has proposed amendments specific to the C-3, Downtown District that the Planning Commission should review and provide a recommendation to the City Council.

In the section below, the existing height requirements for the C-3 District is included. Emphasis has been added to part D, building height as that is the focus of the amendment.

CHAPTER 12

Section 1230.10

Subd. 5 Lot Requirements and Setbacks. The following requirements and setbacks are the minimum amount allowed in the C-3 District, with the exception of “Lot Coverage” and building height, which shall be the maximum amount allowed:

A. Lot Area: no minimum established

B. Lot Width: no minimum established

C. Lot Coverage: no maximum established

D. Building Height: 35 feet (principal structure) (Amended by Ord. 216; 8-24-2009)
(Amended Ord. 376, 08/26/2024)

Below is the draft revisions for the Planning Commission to review. Proposed revisions are noted in red.

Subd. 5 Lot Requirements and Setbacks. The following requirements and setbacks are the minimum amount allowed in the C-3 District, with the exception of “Lot Coverage” and building height, which shall be the maximum amount allowed:

A. Lot Area: no minimum established

B. Lot Width: no minimum established

C. Lot Coverage: no maximum established

D. Building Height Standards:

Height (ft.)					
Total Stories		Ground Story		Upper Stories	
Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
1	4*	13	18	9	12
If a building is more than 3 stories and adjacent to property zoned Single-Family Residential (R-1 or R-2), then the building must meet applicable Single-Family Residential setbacks.					

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*Up to 3 Story buildings are permitted. The City may consider allowing a 4th story. However, any approvals shall be contingent upon the following items for 4 story structures:

- a. 20% of site trees shall be oversized
- b. A parking study shall be completed by the applicant, proving that on-site parking is able to service the appropriate number of vehicles.
- c. Waiver of the above item(s) may be considered by the Planning Commission if the applicant demonstrates the requirements are reasonably met.

Recommended Actions

- Open the Public Hearing
- Motion to Close the Public Hearing
- Motion to recommend approval of the ordinance amendment to Section 1230.10, C-3 Downtown District regarding building height requirements.

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EXAMPLE COMMUNITIES DOWNTOWN DISTRICTS

Waconia – 45 ft.

Victoria – 50 ft.

Cologne – 40 ft.

Belle Plaine – 35 ft.

Mayer – 40 ft

Chaska – No limit

Watertown – 30 ft.

Chanhausen

Sec 20-737 Setbacks And Height Restrictions

The following performance standards shall be observed in the "CBD" District:

1. Setback and height standards:

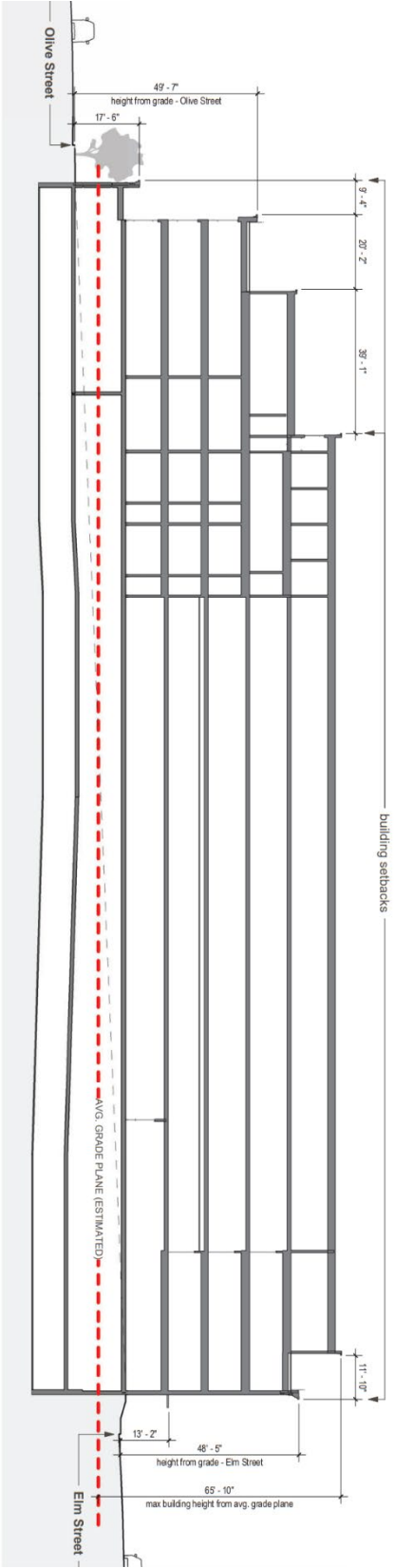
CBD Character Areas	Front Yard Build To Zones**		Side and Rear Yard Setback (ft)	Height (ft)					
	Primary Roadways	Secondary Roadways		Total Stories		Ground Story		Upper Stories	
	78 th Street, Market Blvd, Great Plains Blvd	Laredo Dr, Picha Ln, Kerber Blvd, Market St		Min	Max	Min	Max	Min	Max
Downtown Mixed Use	0' – 15'	0' – 30'	0'	1	6*	14	18	9	12
Downtown West	5' – 25'	10' – 30'	0'	1	6*	12	15	9	12
*If a building is more than 3 stories and adjacent to property zoned as Residential Single Family (RSF), then the setbacks applicable for the RSF zoning district shall apply. **Build To zones shall be measured starting at the property line.									

2. The Central Business District (CBD) shall be broken down into the following character areas:

1. Downtown Mixed Use - high-quality architecture with ground-level retail along West 78th Street, upper-level residential or office, buildings towards the street, parking in the rear, pedestrian-focused.

-
- Downtown Chanhassen Character Areas**
- LEGEND**
- Downtown West**
High Quality Architecture, Commercial/ Retail Focus, Traditional Suburban Development Pattern, Parking to Side of Buildings, Pedestrian Connectors from Streets to Storefronts
 - Downtown Mixed Use**
High quality Architecture, Ground Level Retail Along W. 78th, Upper Level Residential or Office Buildings, Toward the Street, Parking in Rear, Pedestrian Focused
 - Current CBD Zoning District**
 - Downtown Entries**

Height Example





Olive Street



Elm Street and 2nd Street



TO: NYA Planning Commission

FROM: Ethan Nelson, City Planner

DATE: April 1, 2025

SUBJECT: Comprehensive Plan Amendment – Downtown Mixed-Use

BACKGROUND

Following the Comprehensive Plan Amendment discussion with the Planning Commission that took place on March 4, 2025, staff have begun to move towards completing the necessary actions per the Commission's direction.

After meeting with the Metropolitan Council Sector Representative, staff has split the amendments into two avenues. The immediate, near-term administrative review would occur first to facilitate the Downtown Mixed-Use amendment, and then a future amendment would facilitate the Low, Medium and High Density Residential amendment process.

Below, staff have noted the existing and proposed amendment to the Downtown Mixed-Use density, with changes noted in red. The amendment to the Downtown areas cover 13.8 acres and would allow a maximum development capacity increase of 151 units.

EXISTING LAND USE PER 2040 COMPREHENSIVE PLAN

Land Use Category	Density Range	Total Future Designation (Acres)	Total Future Designation (%)	Total Need by 2040 (Acres)	Total Need by 2040 (%)	Net Residential Developable Acreage	Potential Units (Lowest Density)	Potential Units (Highest Density)
Downtown Mixed-Use	12 to 18 Units/Acre	34.5	0.9%	7.4	0.3%	2.9	36	53

PROPOSED LAND USE

Land Use Category	Density Range	Total Future Designation (Acres)	Total Future Designation (%)	Total Need by 2040 (Acres)	Total Need by 2040 (%)	Net Residential Developable Acreage	Potential Units (Lowest Density)	Potential Units (Highest Density)
Downtown Mixed-Use	12 to 40 Units/Acre	34.5	0.9%	7.4	0.3%	2.9	36	53

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Staff has added the recommended moderate increase of 40 units/acre that was previously discussed from the Planning Commission meeting on March 4, 2025. That table is listed below, and the proposed modification is bolded in red

Maximum Units/Acre Impact	Maximum Units/Acre
Minor Increase	25
Moderate Increase	40
Significant Increase	60+

Staff propose the **Moderate Increase** be recommended to the City Council at their upcoming meeting on April 14, 2025.

Recommended Actions

- Open the Public Hearing
- Motion to Close the Public Hearing
- Motion to recommend approval of the proposed Comprehensive Plan Amendment regarding Downtown Mixed-Use density.

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Downtown Mixed-Use

Existing NYA Density Range – 12 to 18 units/acre

Note: Minimum of 50% of front side floor space shall commercial. Rear facing maximum of 50% may be residential use.

Comparative Communities			
Community	Minimum Units/Acre (Min)	Maximum Units/Acre	Notes
Cologne	10	16	
Chaska	12	40	Goal is 50% Residential
Waconia (High Density Mixed Use)	8	95	Recently added designation of their Downtown
Mixed Use Residential	10	30	Existing Areas of Downtown
Chanhassen	8	20	
Mayer			10% Residential allowed through CUP
Victoria	24		No Maximum
Watertown	30	40	
Belle Plaine	3	22	

Based upon various communities in Carver County and the general region, staff note that although NYA is not the most restrictive density range for the Downtown type uses, it is moderately below what most communities allow. Staff would recommend adjusting the maximum units/acre upwards. Below, are three scenarios that the Planning Commission can consider.