

WACONIA PLANNING COMMISSION MEETING AGENDA



**Thursday, April 3, 2025
6:30 PM**

VISION STATEMENT

A thriving, connected community with deep roots: a great place to live for a lifetime.

MISSION STATEMENT

A city that leads, serves, and governs to enhance the quality of life for all community members.

CHAIR: CHAD GENZ
MEMBER: JOE POLUNC
MEMBER: BRUCE PAULSEN
MEMBER: DARYL PETERSON
MEMBER: JACOB WECKMAN
ALTERNATE: SIMON MALINSKI

**NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST,
PLEASE BE PRESENT AT 6:30 P.M.**

Those with items on the agenda should reach out to their staff contact. Others who wish to participate in the meeting, please contact the Community Development Director at 952-442-3106 or lbraaten@waconia.org to make certain that you are called upon during the meeting.

- 1. CALL MEETING TO ORDER AND ROLL CALL**
- 2. ADOPT AGENDA**
- 3. APPROVAL OF MINUTES**
 - 1) Approve the March 6, 2025, Planning Commission Minutes
- 4. NEW BUSINESS**
 - 1) **Public Hearing - Comprehensive Plan Amendment - Norsq Companies, LLC**

Open the Public Hearing
Motion to close the Public Hearing
Motion recommending either approval or denial of the proposed Comprehensive Plan Amendment to re-guide the subject property as M, Medium Density Residential versus the current guidance of I, Industrial.
 - 2) **PUBLIC HEARING - Amend Section 900.10: Subd. 2. Definitions regarding the**

regulation of transition times between messages on dynamic signs

Open public hearing.

Close Public Hearing.

Provide a recommendation to the City Council regarding regulation of transition times between messages on dynamic signs.

5. OLD BUSINESS

6. OTHER

1) Staff Update

Discussion Only

7. ADJOURN



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date: April 3, 2025	
Item Name: Approve the March 6, 2025, Planning Commission Minutes	
Originating Dept:	
Presented By:	
Previous Council Action (if any) : None	
Item Type:	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion text in proper format):</i> Motion to approve the March 6, 2025 Planning Commission Minutes	
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations):</i>	
Approve the March 6, 2025, Planning Commission Minutes	
ATTACHMENTS:	
1. March 6, 2025 Planning Commission Minutes	
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other: More sample text.
_____ Amendment Required	

CITY OF WACONIA PLANNING COMMISSION MEETING AGENDA
Thursday, March 6, 2025

1) [Call meeting to order and roll call](#)

Pursuant to due call and notice thereof, the regular meeting of the Planning Commission of the City of Waconia was called to order by Commissioner Polunc at 6:30 p.m. The following members were present: Joe Polunc, Bruce Paulsen, Jacob Weckman, Daryl Peterson and Simon Malinski.

2) [Adopt Agenda](#)

Braaten introduced Abdihafid Sahal, Assistant City Planner.

Motion by Commissioner Weckman, seconded by Commissioner Paulsen to adopt the agenda. All in favor voted aye. MOTION carried

3) [Minutes Approval](#)

3.1 [February 6th, 2025 Planning Commission Meeting Minutes](#)

[Cover Page](#)

[February 6 2025 Planning Commission Meeting Minutes.docx](#)

Motion by Commissioner Weckman, seconded by Commissioner Paulsen to adopt the minutes from the February 6th Planning Commission Meeting. All in favor voted aye. MOTION carried.

4) [New Business](#)

4.1 [Comprehensive Plan Amendment - Holbrook Land Use Update](#)

[Cover Page](#)

[Public Hearing Comp Plan Amendment_Holbrook.pdf](#)

[Comparison Images.pdf](#)

Braaten presented the Comprehensive Plan Amendment related to the Holbrook Preliminary Plat that which was approved by City Council in December of 2024. There are no proposed changes to the Holbrook plat, the amendment relocates the land use areas to be consistent with the proposed development.

Paulsen asked about the downside to recommending approval. Braaten stated this is just a clarification on a land use element and he did not see a downside to the proposed Comp Plan Amendment.

Polunc opened the Public Hearing

COMMENTS AND CONCERNS:

Theresa Klaustermeier, 9780 102nd Street, Waconia, MN 55387.

Wondered when the development will start. Braaten responded that the project would most likely start this spring. The process includes annexation of the property within the next month and applying for a grading permit.

Motion by Commissioner Paulsen, seconded by Commissioner Peterson to close the Public Hearing. All in favor voted aye. MOTION carried

Motion by Commissioner Paulsen, seconded by Commissioner Weckman to recommend approval of the Comprehensive Plan Amendment. All in favor voted aye. MOTION carried

5) Old Business

Braaten mentioned old business items that included Dynamic Signage, Minor Subdivision and Shoreland flexibility that staff will be working on.

6) Other

6.1 2024 Land Use Summary Presentation

Cover Page

Braaten presented the 2024 Land Use Summary.

6.2 Staff Update

Cover Page

- There have been 17 new homes issued in 2025.
- The Tractor Supply building permit is back from Metro West Inspection Services.
- The Goodwill and Transport Security building permits are still under review by the Building Official.
- The April 3rd Planning Commission meeting will include Comp Plan Amendment for a portion of property to be re-guided from Industrial to Medium Density Residential. Another item for April 3rd is Dynamic Signage.
- Elm Creek Ridge is continuing with the sketch plan and Preliminary Plat. Weckman asked about the cash in lieu recommendation and how the funds are used and distributed. Braaten explained the Park Board process.

Polunc asked about a bus tour. Braaten agreed that it had been a while since our last tour and it would be helpful as we near work on the upcoming 2050 comprehensive plan.

Malinski suggested having someone from the Fire Department attend the bus tour as well.

Adjourn

Motion by Commissioner Weckman, seconded by Paulsen to adjourn. All in favor voted aye. MOTION carried

ATTEST: _____

Brenda Stein, Office Assistant



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date: April 3, 2025							
Item Name: Public Hearing - Comprehensive Plan Amendment - Norsq Companies, LLC							
Originating Dept: Community Development							
Presented By: Lane Braaten							
Previous Council Action (if any) :							
Item Type:	Regular Session						
<p>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED<i>(Include motion text in proper format):</i></p> <p>Open the Public Hearing Motion to close the Public Hearing Motion recommending either approval or denial of the proposed Comprehensive Plan Amendment to re-guide the subject property as M, Medium Density Residential versus the current guidance of I, Industrial.</p>							
<p>EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations):</i></p> <p><u>BACKGROUND:</u> Applicant: Norsq Companies, LLC - Jeff Koch Owner: Michael, Patricia, Mark Hartmann Trusts P.I.D.#: 090240420 Comprehensive Plan Designation: I, Industrial</p> <p><u>REQUEST:</u> The City has received a Comprehensive Plan Amendment application from Norsq Companies, LLC (the “Applicant”) to re-guide approximately 7 acres of PID# 090240420 as M, Medium Density Residential versus the current guidance of I, Industrial.</p> <p><u>APPLICABLE ORDINANCE PROVISIONS:</u> 1. Section 900.12, Subd. 6 - Amendments</p> <p><u>EXISTING CONDITIONS:</u> The subject PID, which is located in Waconia Township, is bisected by Hartmann Drive and 10th Street East. The applicant is requesting to re-guide the 7-acre portion located west of Hartmann Drive and north of 10th Street East as M, Medium Density Residential to allow for a future townhome development.</p> <p><u>COMPREHENSIVE PLAN AMENDMENT:</u> Table 1.1 below identifies the existing and proposed guidance and the applicable zoning districts if the property guidance were amended.</p> <p><u>Table 1.1 - LAND USE PLAN CATEGORIES AND PROPOSED ZONING MAP DISTRICTS:</u></p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>CATEGORY</u></th> <th style="text-align: left;"><u>LAND USES</u></th> <th style="text-align: left;"><u>ZONING DISTRICTS</u></th> </tr> </thead> <tbody> <tr> <td><u>EXISTING COMP PLAN GUIDANCE</u></td> <td>This category includes manufacturing or warehousing</td> <td>I-1, Industrial Park District I-2, General Industrial District</td> </tr> </tbody> </table>		<u>CATEGORY</u>	<u>LAND USES</u>	<u>ZONING DISTRICTS</u>	<u>EXISTING COMP PLAN GUIDANCE</u>	This category includes manufacturing or warehousing	I-1, Industrial Park District I-2, General Industrial District
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I - Industrial	that may involve heavy truck traffic and the handling of raw materials	
<u>PROPOSED COMP PLAN GUIDANCE</u>	Single-family and two-family dwellings, townhouses and other forms of housing having an individual outdoor entrance for each housing unit. The density range should be from 4 to 10 units per acre.	R-2, Single-Family Residential District R-3, Medium Density District R-4, Mixed Residential District
M - Medium Density Residential		

*Information above taken from Table 3-10 of the City of Waconia Comprehensive Plan

The Comprehensive Plan identifies the following criteria to consider when reviewing Comprehensive Plan changes/amendments:

1. *The change is consistent with the goals and objectives or other elements of the Waconia Comprehensive Plan.*
2. *The change does not create an adverse impact on the public facilities and services that cannot be mitigated. Public facilities and services include roads, sewers, water supply, drainage, schools, police, fire and parks.*
3. *Development resulting from the change does not create undue impact on surrounding properties. Such development should be consistent with the physical character of the surrounding neighborhood or would upgrade and improve its viability.*
4. *The change allows a more viable transition to the planned uses on adjacent properties than the current land use.*
5. *The change does not have a significant adverse impact on the natural environment including trees, slopes and groundwater, or the impact could be mitigated by improvements on the site or in the same vicinity.*
6. *There is a change in City policies or neighborhood characteristics that would justify a change.*
7. *The change corrects an error made in the original plan.*
8. *There is a community or regional need identified in the comprehensive plan for the proposed land use or service.*
9. *The change helps the City meet its life-cycle and affordable housing objectives.*
10. *The change does not adversely impact any landmarks or other historically significant structures or properties unless mitigated through relocation.*

The Planning Commission should consider the criteria stated above and determine if the proposal meets enough of the criteria to warrant a modification to the City's Comprehensive Plan.

COMPREHENSIVE PLAN AMENDMENT CONSIDERATIONS:

1. The 7-acre parcel is located Waconia Township and generally agricultural in nature.
2. Hartmann Drive and the surrounding properties remain within Waconia Township. The City does not plan to annex Hartmann Drive until the entire area is developed as we have anticipated that the existing roadway will most likely be relocated and realigned with future development of the planned industrial uses. Access to Hartmann Drive versus 10th Street East would need to be further evaluated if the Comp Plan Amendment were to be approved by the City Council.
3. Water service is available to the parcel and is located in the 10th Street East road right-of-way.

Sewer service is available but does not extend along this parcel. Connection to the manhole east of the Hartmann Drive intersection will require extension of the sanitary sewer mainline approximately 200 feet to the west to be in front of this parcel. Further, the existing invert elevation is approximately 25 feet deep. The extension will be required to remain at that depth with minimal grade to allow for use by other future development.

4. The alternative access to sewer is to extend mainline service downhill to the TH5 frontage road, which is approximately 1,000 feet north of the north end of the subject property.
5. Carver County Water Management Organization (CCWMO) stormwater requirements must be met with any development. Rate control will be critical as the outlet for this parcel will drain into Waconia Township and across the cemetery property to the north/northeast.
6. Deferred assessments in the amount of \$535,892 are due when any portion of the subject PID develops. This will be coordinated with the property owner if/when the City Council approves the Comp Plan Amendment, and a future application is made to annex the property into the City Limits.
7. The City of Waconia 2022-2025 Strategic Plan identifies 4 strategic priorities which include financial stability, community engagement, effective growth management, and a stable, capable workforce. The effective growth management section directed staff to work on an industrial growth strategy, which included the planning for and the future annexation of additional developable industrial acreage. The result included a small area plan for the subject property, and the surrounding properties, to better understand and plan for growth in this area. Applicable sections of the small area plan have been attached for review.
8. The 2024 Land Use and Development Report identifies only 7.65 total acres of undeveloped industrial properties available. Of the three parcels included in this acreage, only one of them has not received Site Plan approval in the past 2 years. Staff anticipate the approved projects to be started in the coming year, which would leave one, 2.9-acre industrial parcel, available for development within the City Limits. Further limiting future industrial growth for additional residential growth may not be consistent with the goals and objectives of the Planning Commission and City Council.

PUBLIC NOTICE/COMMENT

The notice was published in the WACONIA PATRIOT on March 20th, 2025 and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. As of the date of this memo the staff have not received any public hearing comments.

Procedurally we are also required to notify all affected jurisdictions in relation to all comprehensive plan amendments. Staff notified Carver County, Waconia Public Schools, Laketown Township, the DNR, MnDOT, Victoria and Waconia Township. To date staff received a “no comment” statement from Victoria.

CONCLUSION/RECOMMENDATION

The Planning Commission should hold the public hearing, review the pertinent information, and make a recommendation to the City Council regarding the proposed Comprehensive Plan Amendment for Norsq Companies, LLC. Upon a formal recommendation from the Planning Commission this application will be forwarded to the City Council for review at their upcoming meeting on April 21st, 2025.

ATTACHMENTS:

1. Location_Map

- 2. Norsq_Waconia_Concept
- 3. Norsq_Companies_Townhome_Project_Narative
- 4. Existing_and_Proposed_Land_Use_Maps
- 5. 10th_Street_Small_Area_Plan_Segment
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FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:	
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REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	April 3, 2025	
Item Name:	Public Hearing - Comprehensive Plan Amendment - Norsq Companies, LLC	
Originating Dept:	Community Development	
Presented By:	Lane Braaten	
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LAND USE SUMMARY

SITE NET ACRES : 7.13 AC
 TOTAL RESIDENTIAL UNITS: 74
 PROPOSED DENSITY: 10.38 UNITS/ ACRE

 TOWNHOMES (70 UNITS)

DRAWING KEY

-  ENTRANCE MONUMENT
-  COMMUNITY RECREATION AREA
-  STORMWATER BASIN

**TOWNHOME
 COMMUNITY
 CONCEPTUAL
 DEVELOPMENT PLAN
 WACONIA, MN**

MARCH 5, 2025











WACONIA TOWNHOME COMMUNITY – 74 Homes



**Comprehensive Plan Amendment – Mixed Use PUD
Project Narrative
Xxxx Hartmann Dr, Waconia, MN 55387
March 6, 2025**

Developer: Nörsq Companies: 2201 Meeting Street, Wayzata, MN 55391

Architect: Practic Design : 510 S 17th St, Ames, IA 50010

Development Services Consultant: Measure Group, PO Box 10 , Wayzata, MN 55391





1. DEVELOPER BACKGROUND

Nörsq Companies is a fully integrated real estate development company with ownership possessing over 20 years of real estate development experience totaling over \$2 Billion in total development value across the nation. Based in Wayzata, Minnesota, the company builds and operates communities across the Midwest and Texas, with ownership in over 46 multifamily projects across the US. They take pride in the communities they build in and seek to build long term relationships with the cities and neighborhoods they invest in. The companies name bodes homage to the strong Norwegian heritage that is engrained in the culture of their home state of Minnesota and community designs are influenced by Scandinavian architecture.

2. PROJECT VISION

Nörsq Companies is proposing a new construction, single family housing community on the Southeastern side of Waconia, a city highly regarded for its great schools, park systems, lakeside setting, and close proximity to major employers. More specifically, young families are seeking communities like Waconia to start families however, America is currently grappling with the widest housing cost gap for owning vs. renting a home on record since the federal government started tracking in 1954. As referenced in Exhibit A, the average house payment for a newly purchased home in Q3 2022 was 57% more expensive than the average monthly rental, the widest cost gap on record. With record high single family home prices in the for-sale market, coupled with low inventory and high mortgage interest rates, this project seeks to provide the same benefits of homeownership, including larger living spaces, personal 2-car garage, and outdoor patio space without the headaches, upkeep and expense of homeownership.

Subject to obtaining final development plan approvals, we anticipate commencing construction in the Fall of 2025 and proceeding continuously to completion by spring of 2027, however first occupancy would be expected in the fall of 2026.

Townhome living options range from a 3-story 2 BD home with 1,338 SF of living space with a 2-car garage and outdoor deck area or a 2-story 3BD townhome with 1,883 SF of living space, 2-car garage and outdoor patio.

3. PROJECT LOCATION

The community will be in close proximity to a range of new developments including retail, convenience, and manufacturing. Notable nearby manufacturers include Anderson Dahlen, Sackett Waconia, and Nordic Components. Notable nearby businesses include Target, Twin Cities Orthopedics, O2B Kids Daycare, Egg-Cetera Café, and Cadence Academy preschool in addition to many other retail establishments. Having all of these prominent businesses walkable to this proposed community will enhance the area and establish a vital link between these features.





4. LAND USE

The land is currently one large 56.17 Acre unincorporated parcel currently zoned Agricultural and is currently being used as farmland. As part of the land sale, we are proposing to Annex and subdivide the 56.17 Acre lot into three larger outlots. When parcels are annexed into the city of Waconia, their new zoning designations reflect the city of Waconia's 2040 Comprehensive Guide Plan. As part of this subdivision and annexation, we are specifically purchasing 7.13 approximate acres of land North of 10th St East and seeking to reguide from Industrial to "PUD – Mixed Use" at a concept level to support residential development at an approximate 10.4 units per acre level (74 townhomes on 7.13 acres).

The city of Waconia recently completed and adopted a 2040 comprehensive plan to guide the city on future growth and land planning to guide the city into the year 2040. Of the original 56.17 Acre parcel mentioned above, this plan contemplates the land to the North of 10th Street East to be guided for Industrial Use. The land to the South of 10th Street East is guided as Commercial.

More recently, in December 2022, Waconia city council reviewed this 56.17 Acre parcel in depth with the "Waconia 10th Street Small Area Plan". As part of this study, the city of Waconia asked its consultant, WSB Engineering to review the 56 acre Hartmann property for potential land use guidance. As a conclusion to the study, WSB suggested keeping the land to the North of 10th Street East as Industrial designation and the land to the South as a mixed use residential and commercial development. A few critical factors that were not addressed as part of this study drastically impact the land to the North of 10th Street East viability as suitable for industrial development include: 1) Topography of the sites, 2) Gas Line Easement impact and 3) suitability due to proximity to daycare, residential and retail.

Specifically, the 7.13 acre site contemplated has 30 feet of grade change falling from the South to the North. Industrial buildings of today are getting larger and larger, with many over 1 Million SF of space and minimum size of 100,000+ SF due to the changing needs of clients and financial viability of smaller buildings. This smaller 7 acre site will not fit the size of building needed for today's industrial tenants and more importantly, the 30' of grade change make it nearly impossible for this site to be financially viable as these large industrial buildings require large flat sites. Secondly, the small area plan did not take into account the gas line easement running through both of the Hartmann Parcels North of 10th st E. Both Concepts proposed as "Concept 1 North" and "Concept 2 North" fail to address the gas line easement running East/West through both Hartmann parcels contemplated. This is highlighted in figures 1.1 and 1.2 as well as Exhibit B – Survey. In both figures, the gas line is represented by a red line, that highlights the fact that the industrial buildings were placed right over the gas easement, which is not feasible. Lastly, these sites are not the highest and best use as Industrial due to the close proximity to O2B daycare, single family residential and retail. Light industrial zones increase semi-truck traffic, which is unsuitable near daycare centers and low-density residential areas.

Nörsq Companies proposed project provides a creative solution to the above-mentioned challenges as shown in the proposed site plan. These smaller and well-spaced building footprints allow us to manage the topographical challenges, provides an open green space amenity creatively placed over the gas line





easement, as well as brings a natural and more conducive buffer to the daycare and adjacent single-family neighborhood to the South as a more transitional use down from Industrial to a less intense use of low density SF residential. Additionally, a diversified rental housing approach in providing single family homes for rent for young and growing families as well as baby boomers looking to downsize into a maintenance free housing option helps to provide more affordable options than purchasing a home.

In summary, we feel this is a creative approach to the site constraints present on this 7-acre site and we ask staff to acknowledge and support an amendment to the 2040 comprehensive plan from light industrial to PUD or Medium density Residential with an approved conditional use up to 11 residential units per acre. We thank staff for their time and consideration regarding this matter.

Figure 1.1 – Concept 1 North (Source: “Waconia 10th Street Small Area Plan” Dec. 2022)

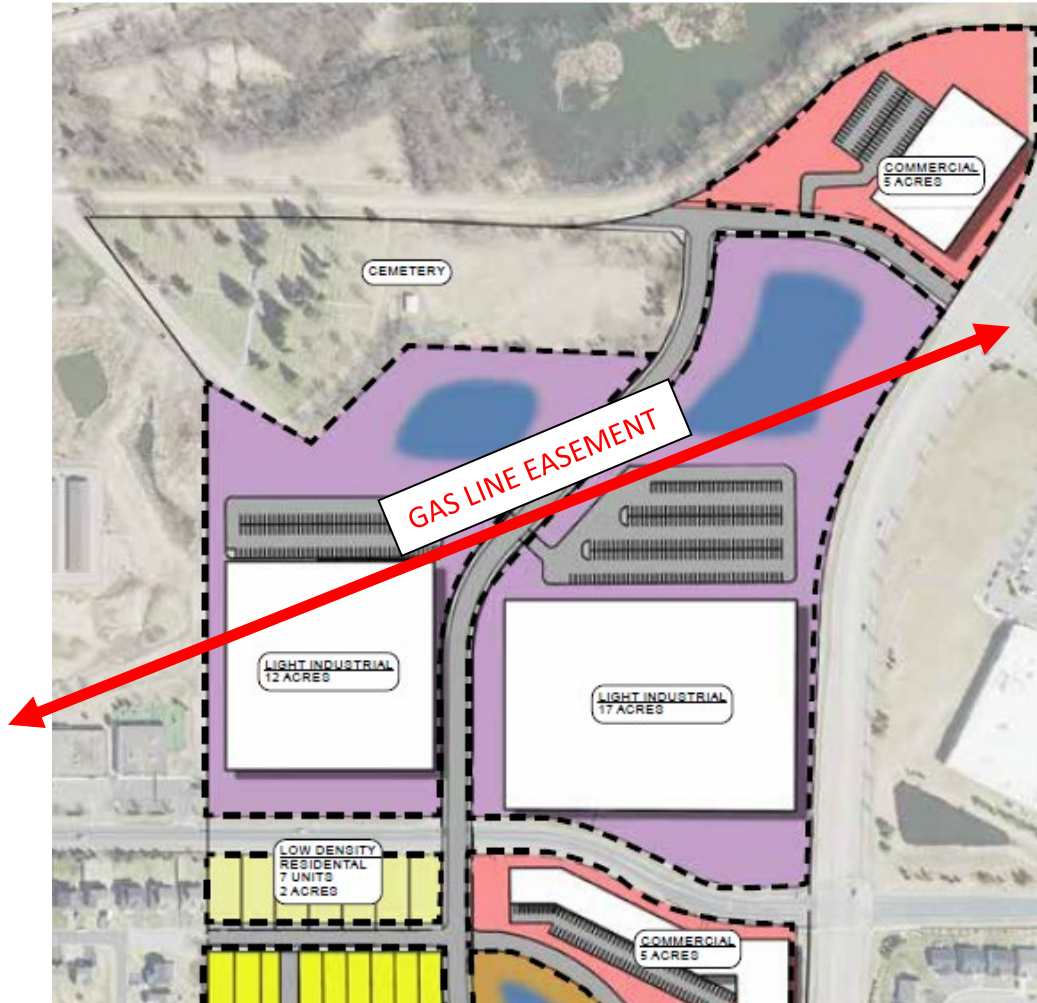




Figure 1.2 – Concept 2 North (Source: “Waconia 10th Street Small Area Plan” Dec. 2022)

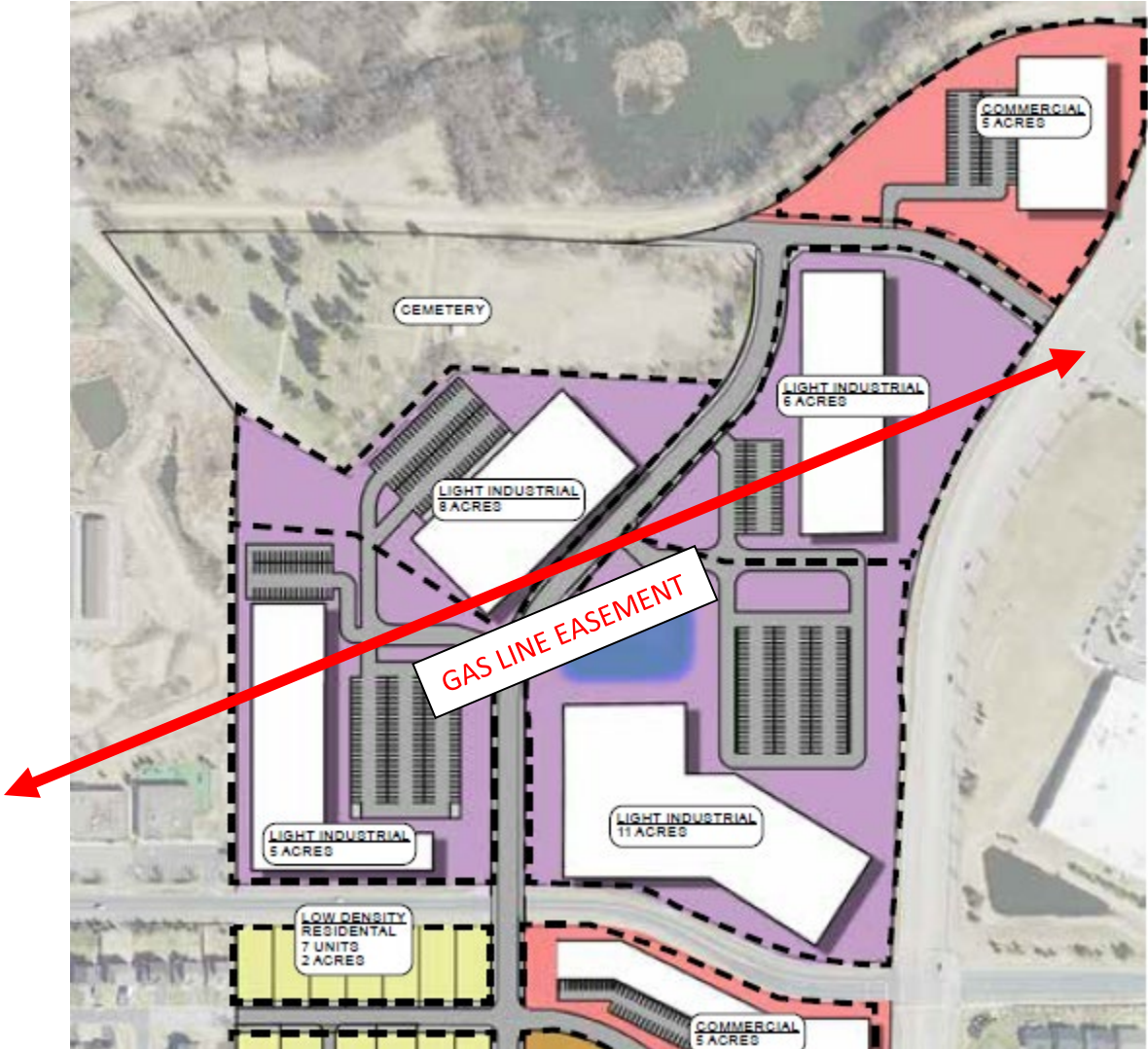
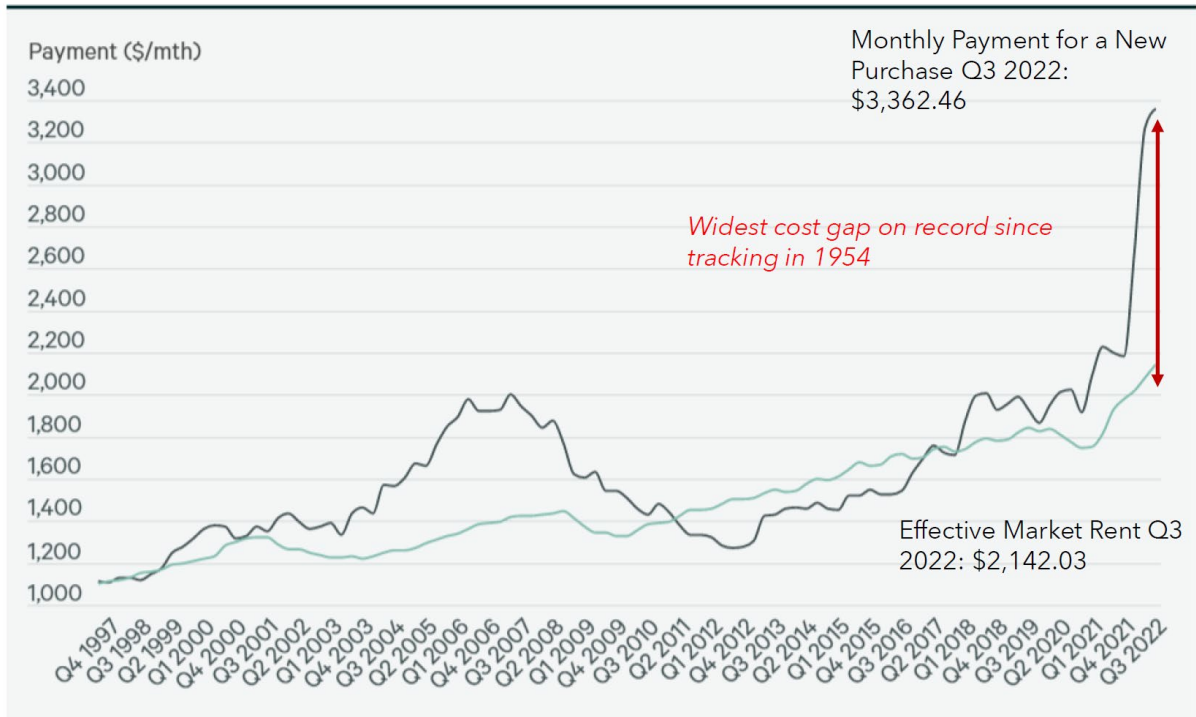




Exhibit A

Cost of Home Ownership vs. Cost of Renting

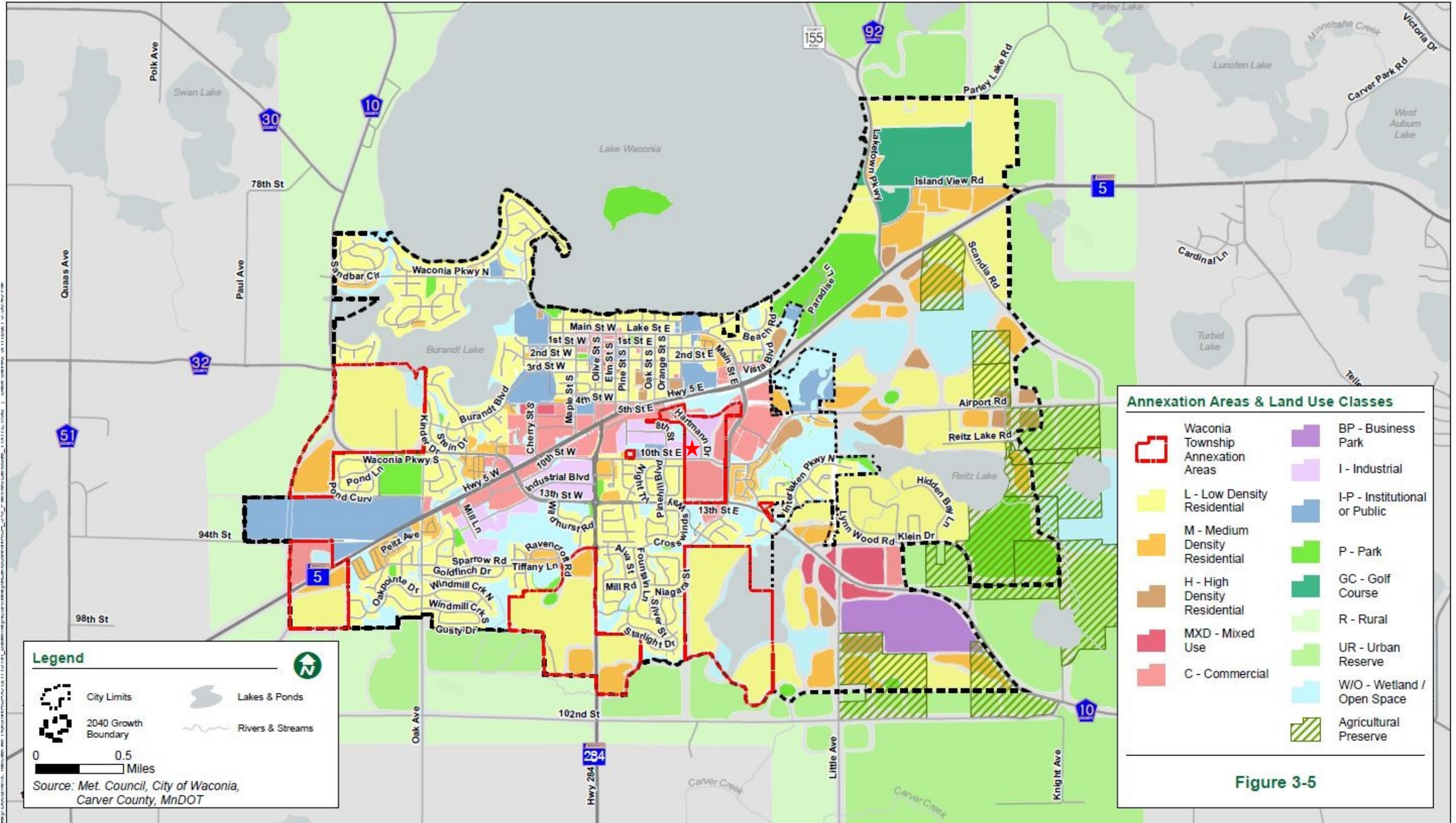


Note: The monthly payment for a newly purchased home assumes 30-year mortgage with a 10% down payment (in line with historical trends for first time buyers from the National Association of Realtors), the median listing price according to Realtor.com, as well as a presumed PMI payment of 0.75% and state and local tax payment of 1.8% of purchase price.

Sources: CBRE Research, CBRE Econometric Advisors, Freddie Mac, Census Bureau, National Association of Realtors, Q3 2022.



EXISTING LAND USE MAP



	Waconia Township Annexation Areas		BP - Business Park
	L - Low Density Residential		I - Industrial
	M - Medium Density Residential		I-P - Institutional or Public
	H - High Density Residential		P - Park
	MXD - Mixed Use		GC - Golf Course
	C - Commercial		R - Rural
			UR - Urban Reserve
			W/O - Wetland / Open Space
			Agricultural Preserve

Legend

- City Limits
- 2040 Growth Boundary
- Lakes & Ponds
- Rivers & Streams

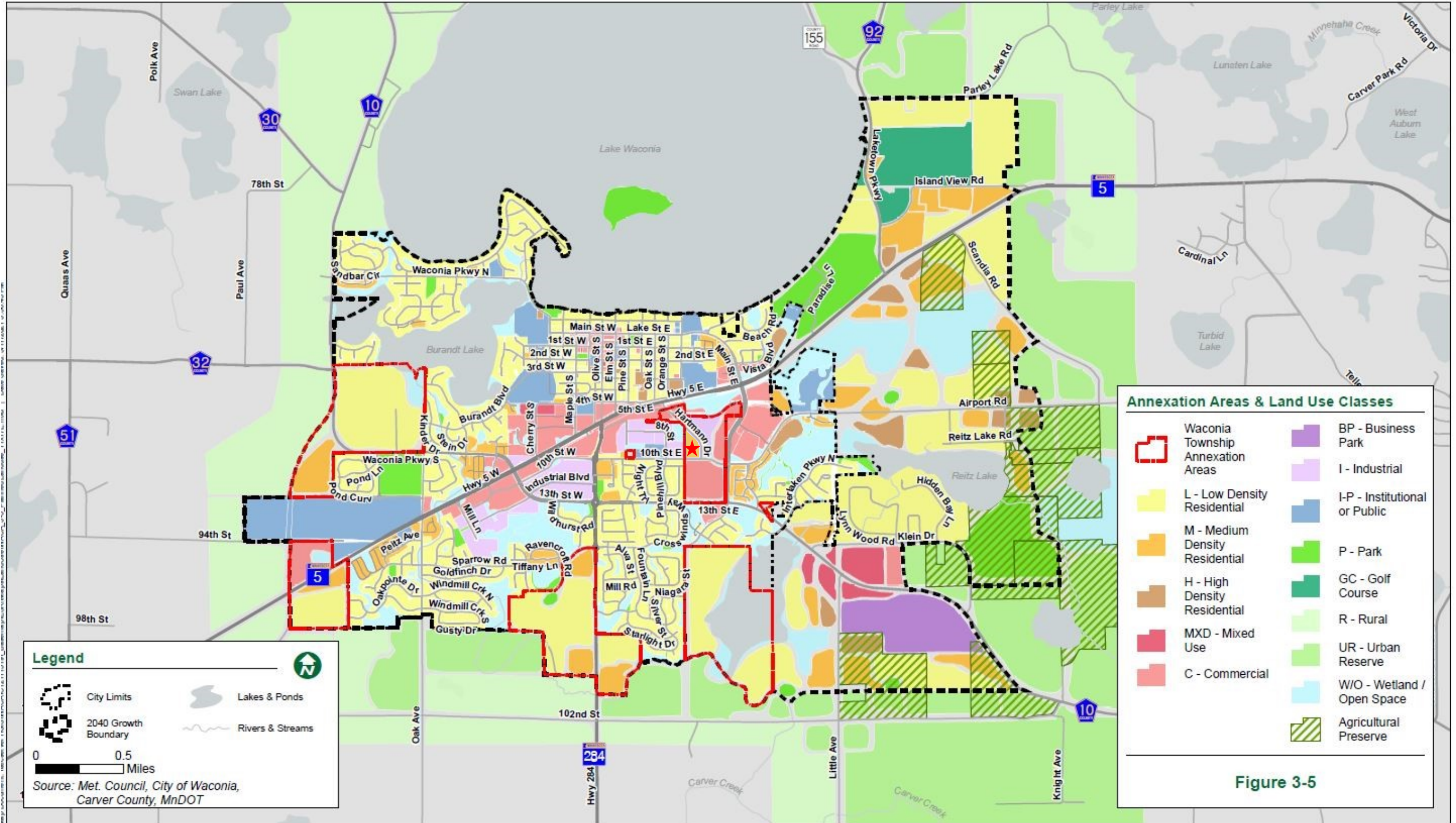
0 0.5 Miles

Source: Met. Council, City of Waconia, Carver County, MnDOT

Figure 3-5

★ SUBJECT PROPERTY

PROPOSED LAND USE MAP



	Waconia Township Annexation Areas		BP - Business Park
	L - Low Density Residential		I - Industrial
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	H - High Density Residential		P - Park
	MXD - Mixed Use		GC - Golf Course
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Legend

- City Limits
- 2040 Growth Boundary
- Lakes & Ponds
- Rivers & Streams

0 0.5 Miles

Source: Met. Council, City of Waconia, Carver County, MnDOT

Figure 3-5

★ SUBJECT PROPERTY

Existing Conditions

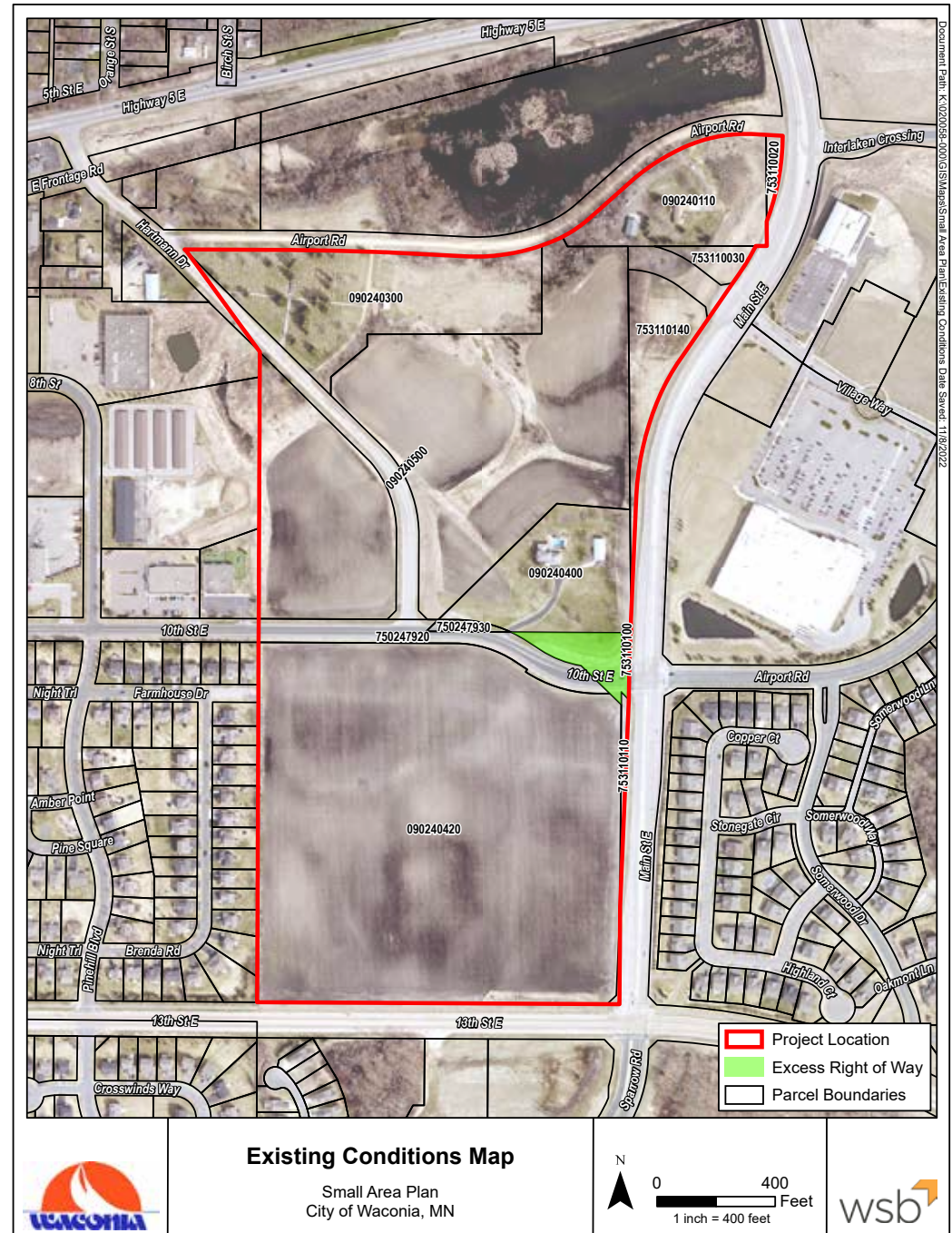
The review of the project area is a general review of the potential land use and the projected highest and best use for the city to both maximize the potential tax base generated and allow for the timely development of the area. As with all analyses, it is a snapshot in time, with the current market conditions that may change over time, potentially resulting in a different outcome for the area.

Site Condition and Constraints

The project area is comprised of 6 parcels for development for a total area of 67.67 gross acres. A cemetery on the north side of the property along Hartmann Drive and Airport Road is intended to remain and is not included in the acreage analysis or future development discussions. However, because the use, and it's access must be maintained, it is included in the overall site drawings.

- 09-02-40-420 – 56.17 acres
- 09-02-40-400 – 4.46 acres
- 09-02-40-110 – 4.15 acres
- 75-31-10-030 – 0.51 acres (city owned)
- 75-31-10-140 – 2.32 acres (city owned)
- 75-31-10-100 – 0.06 acres (city owned)

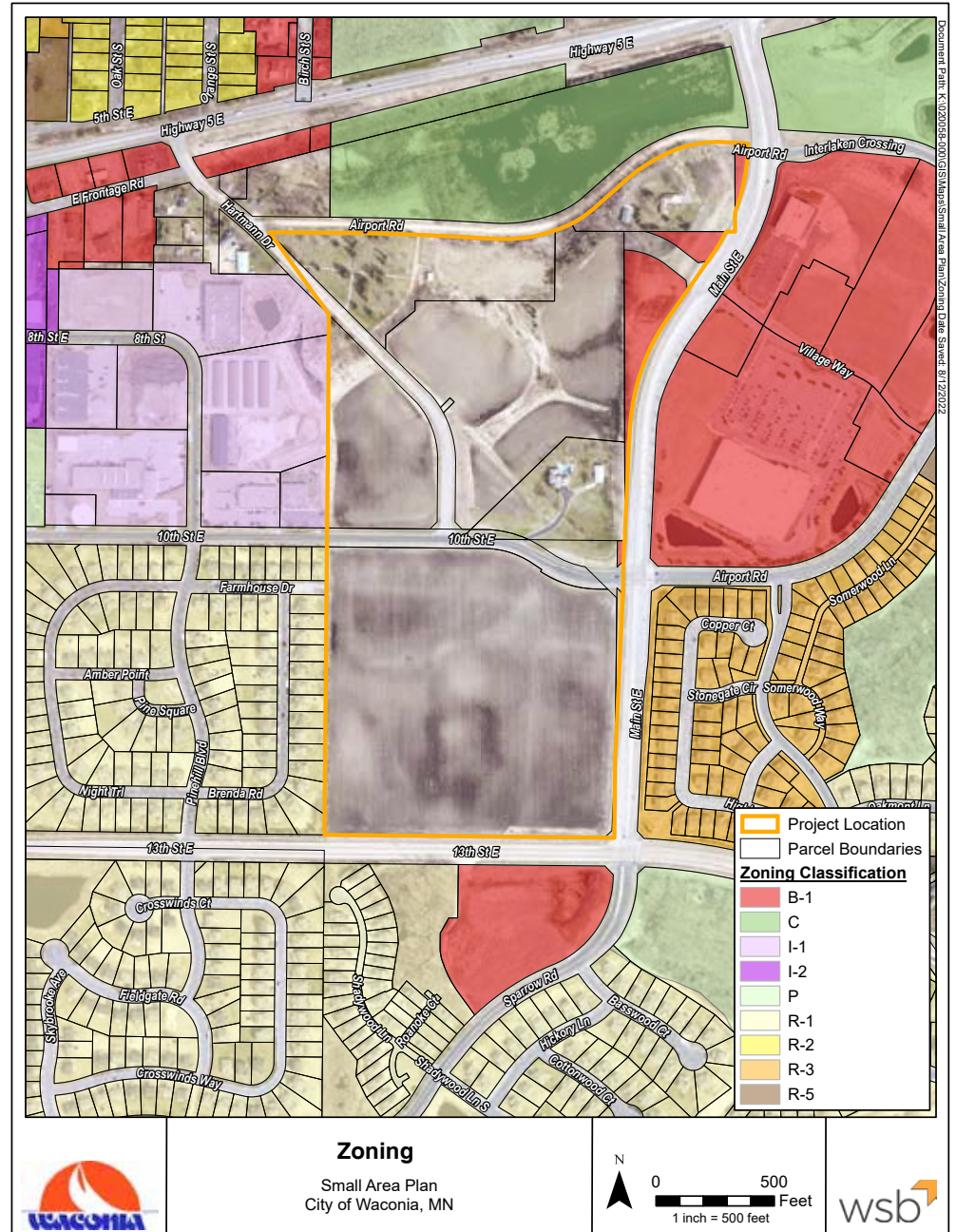
The project area also includes a parcel that is not assigned a parcel identification (PID) that would add .72 acres to the site. The parcel is highlighted in green on the adjacent exhibit. The city will need to determine the ownership of the property and the legal status of the parcel as the proposed development of the site moves forward. Should this site be added to the property, total land acreage would be 68.39 gross acres.



Existing Zoning and Study Area Annexation Potential

Carver County is responsible for the zoning of the study area, as the land is currently within Waconia Township. The County has declared the entire study area zoned “A” Agricultural District. The area south of 10th street that surrounds the study area, which is governed by the City of Waconia, is zoned a mix of R-1 Single Family Residential, R-3 Medium Density Residential, and B-1 Highway Business District. The area north of 10th street is zoned I-1 Industrial Park District, B-1 Highway Business District, and C Conservation District.

In Carver County’s 2040 Comprehensive Plan, the parcels within the study area that are unincorporated are defined as 2040 Growth areas. These areas are therefore already identified as potential sites for future annexation and expected to be served by sanitary sewer when developed. Consistent with the County policy, lands in transition are zoned for agricultural use. This is also consistent with the existing land use on the site.



Future Comprehensive Plan Designation; City of Waconia

Transition areas should be managed in accordance with the policies in the County Plan and the City of Waconia has planning and zoning authority over the parcels within its annexation area. Currently, County policy requires land in transition areas to remain zoned in the “A” Agriculture Zoning District – which aligns with the current land use of the study area. If parcels are to be annexed, then their new zoning designations would reflect Waconia’s 2040 Comprehensive Guide Plan.

The adopted City of Waconia 2019 Comprehensive Plan designates the southern portion of the site as Commercial. As defined in the Plan, the Commercial designation allows for businesses providing retail trade or services for individuals or businesses and includes office buildings. The zoning districts most appropriate for this designation would be B-1 Highway Business or B-4 Health Care Business. There was some initial thought, that the southern 40 acres of the study area could be developed in a similar fashion to the big box development, Target, across Main Street. Surrounding residential development and a changing retail market means that other land uses should be explored.



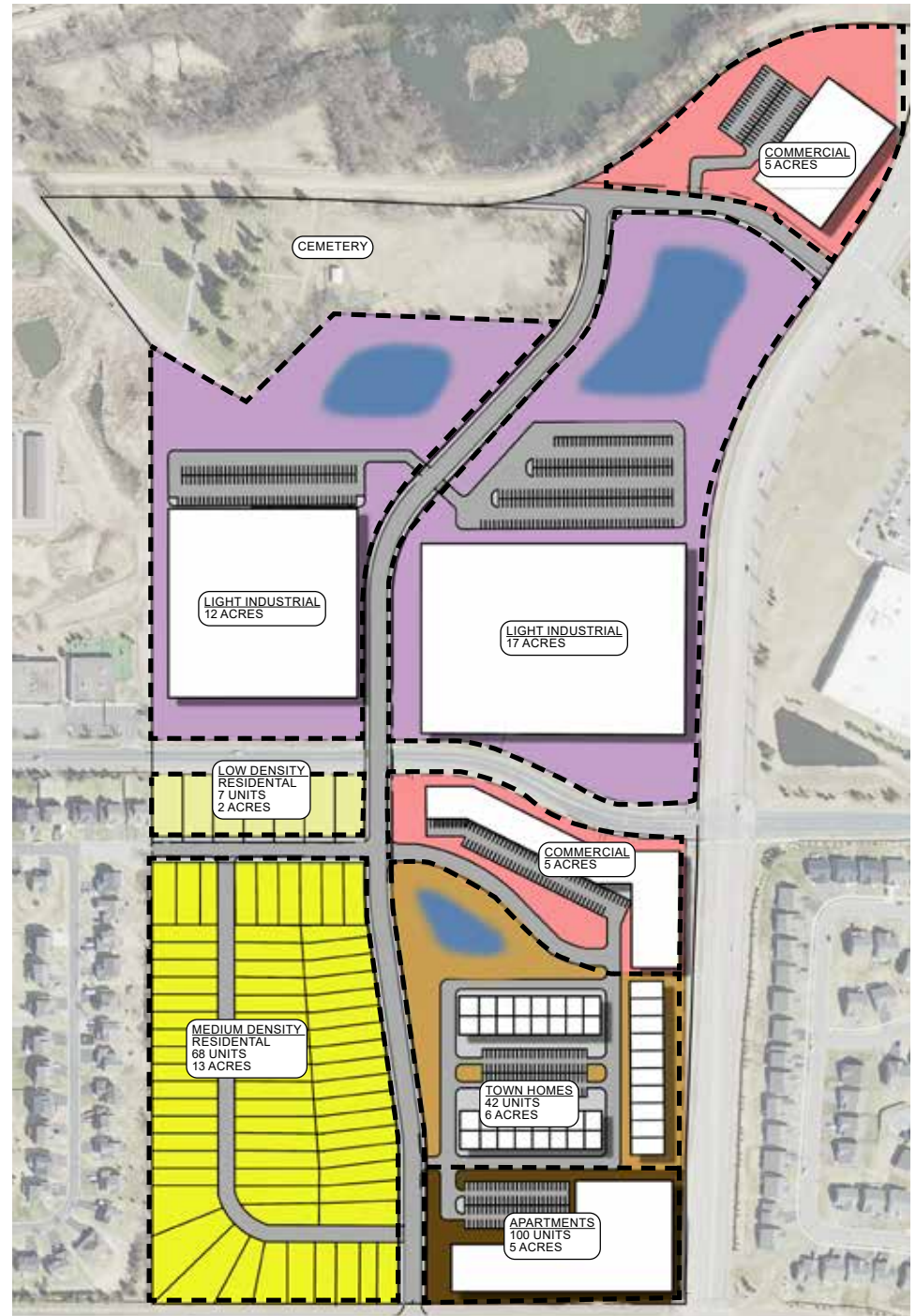
Source: City of Waconia 2040 Comprehensive Plan | <https://www.waconia.org/DocumentCenter/View/2320/CHAPTER-3---2040-FINAL-DRAFT---Waconia-Land-Use-Analysis-and-Plan-w-Maps-03-29-19>

The following is a list of land use acreage and approximate density for each of the concepts:

For ease of review, the discussion and analysis of the proposed concepts will be split into two sections, one each for the northern and southern site, with a description of what each concept proposes for the sites contained therein.

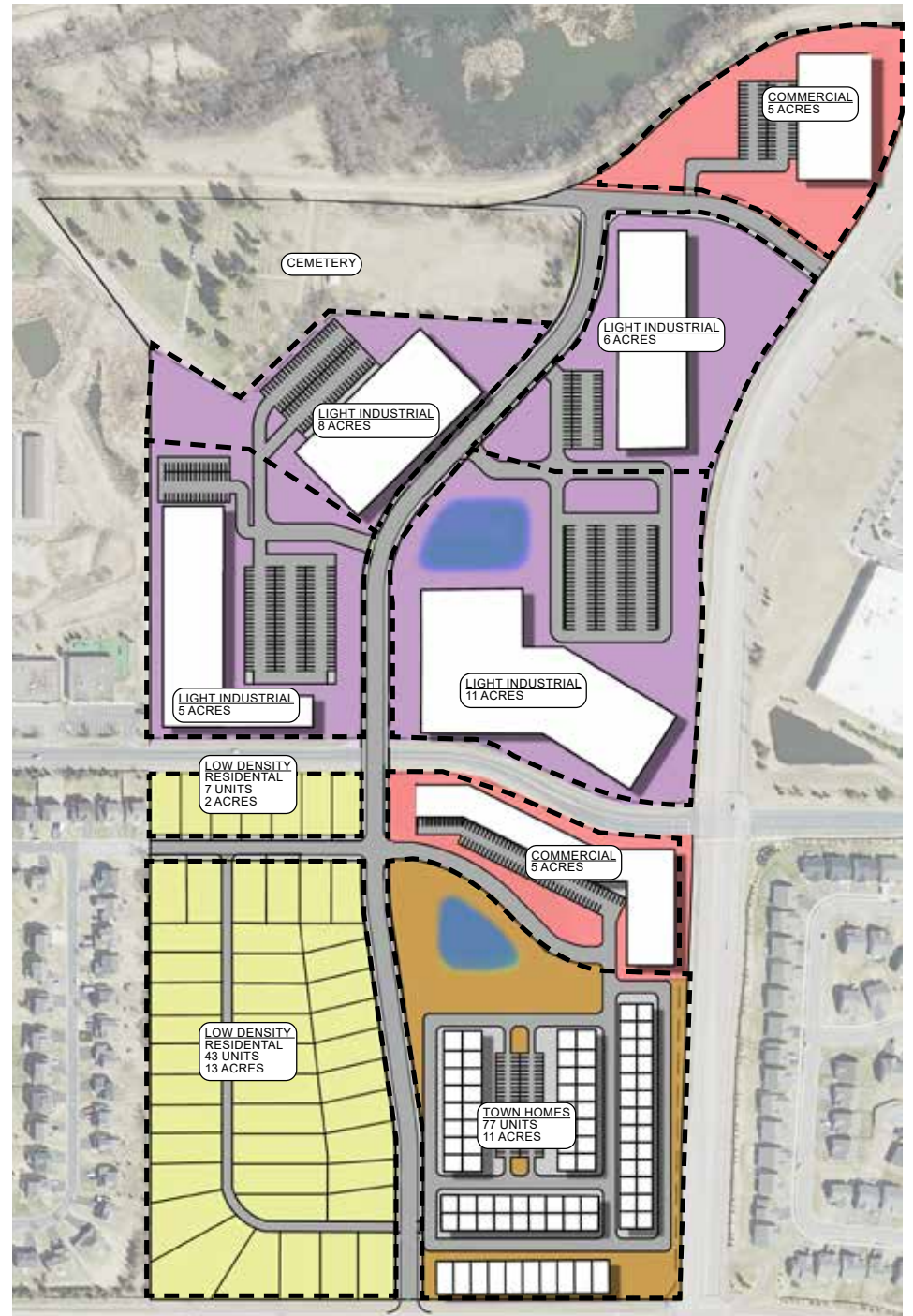
Concept #1

Northern Site		
Land Use	Acreage	
Commercial	5	
Light Industrial	29	
Southern Site		
Land Use	Acreage	Units
Commercial	5	N/A
Low Density Residential	2	3.5 DU/acre
Medium Density Residential	13	5.2 DU/acre
Town Home Residential	6	7 DU/acre
Apartment Residential	5	20 DU/acre



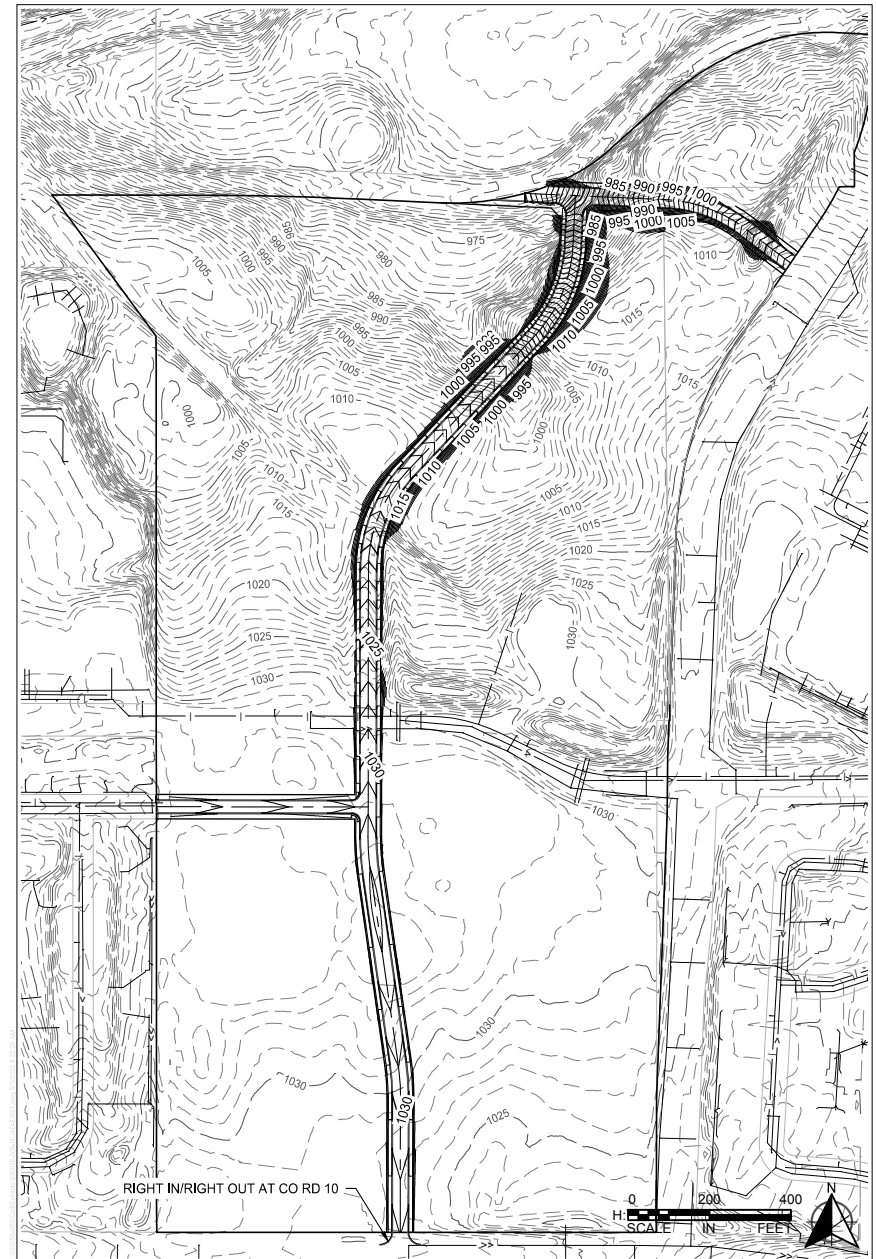
Concept #2

Northern Site		
Land Use	Acreage	
Commercial	5	
Light Industrial	30	
Southern Site		
Land Use	Acreage	Units
Commercial	5	N/A
Low Density Residential	15	3.33 DU/acre
Town Home Residential	11	7 DU/acre



Northern Site

The northern portion of the property has been primarily designated for industrial land uses. There is a 5-acre site, located at the new intersection of the proposed extension of Village Way and Main Street, that is recommended for commercial use, in part due to its high visibility and proximity to the commercial center, east of the site. The two development concepts provide options that vary only as it relates to the number of lots created. In both scenarios, a new public road is proposed that bisects the site to provide better access for development and to maximize site development potential. The location of the road is immediately adjacent to the eastern edge of the cemetery property and travels south between Airport Road and 10th Street. The alignment was chosen to meet City standards for road width and grade. The grades on the north half of the site are fairly steep and pose some challenges for installation of a road and ultimately creation of reasonable building pad sites. Another challenge in development of the north parcel is the presence of wetlands and the need to traverse a designated wetland for installation of the road and other utilities.



wsb
WSB PROJECT NO.:
020058-000
MAY 2, 2022

WACONIA SMALL AREA PLAN
ROAD GRADING EXHIBIT

EXHIBIT 1

Concept 1 uses the main road as the dividing line between two industrial parcels for future development. The two created sites, 17 acres in the east, and 12 acres in the west, provide the greatest amount of flexibility for new users due to their size. Potential grades over each of the parcels may inhibit development by one user, although the ability to parcel off smaller lots as users are identified is a reasonable development strategy. Concept 2 utilizes the same road alignment but creates four separate industrial sites, two in the west and east. Again, the exact configuration and size of the industrial lots will be more based upon user preference and need, and less on the designated land use.

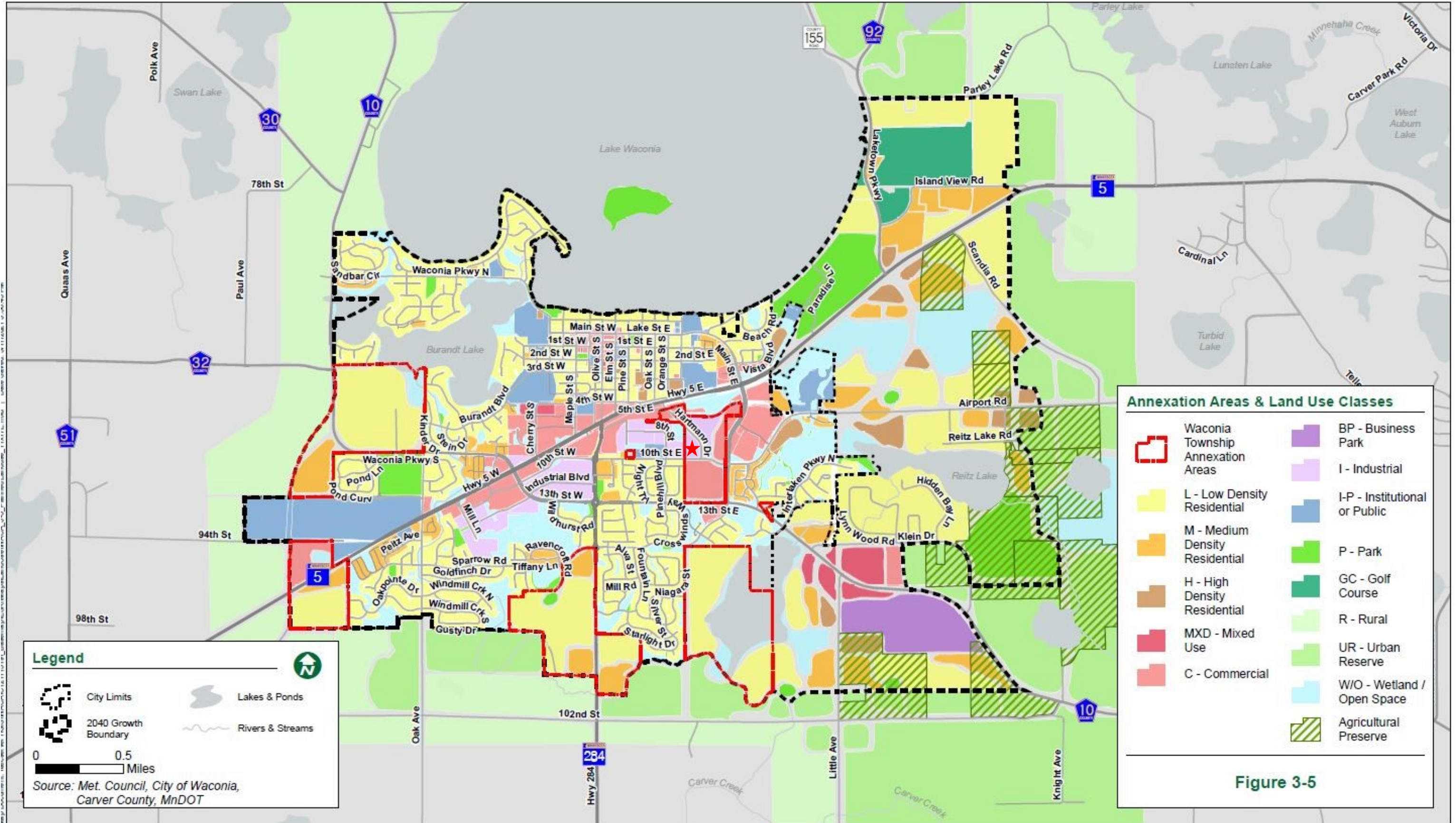
Concept 1 North



Concept 2 North



EXISTING LAND USE MAP



Annexation Areas & Land Use Classes

	Waconia Township Annexation Areas		BP - Business Park
	L - Low Density Residential		I - Industrial
	M - Medium Density Residential		I-P - Institutional or Public
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			W/O - Wetland / Open Space
			Agricultural Preserve

Legend

	City Limits		Lakes & Ponds
	2040 Growth Boundary		Rivers & Streams

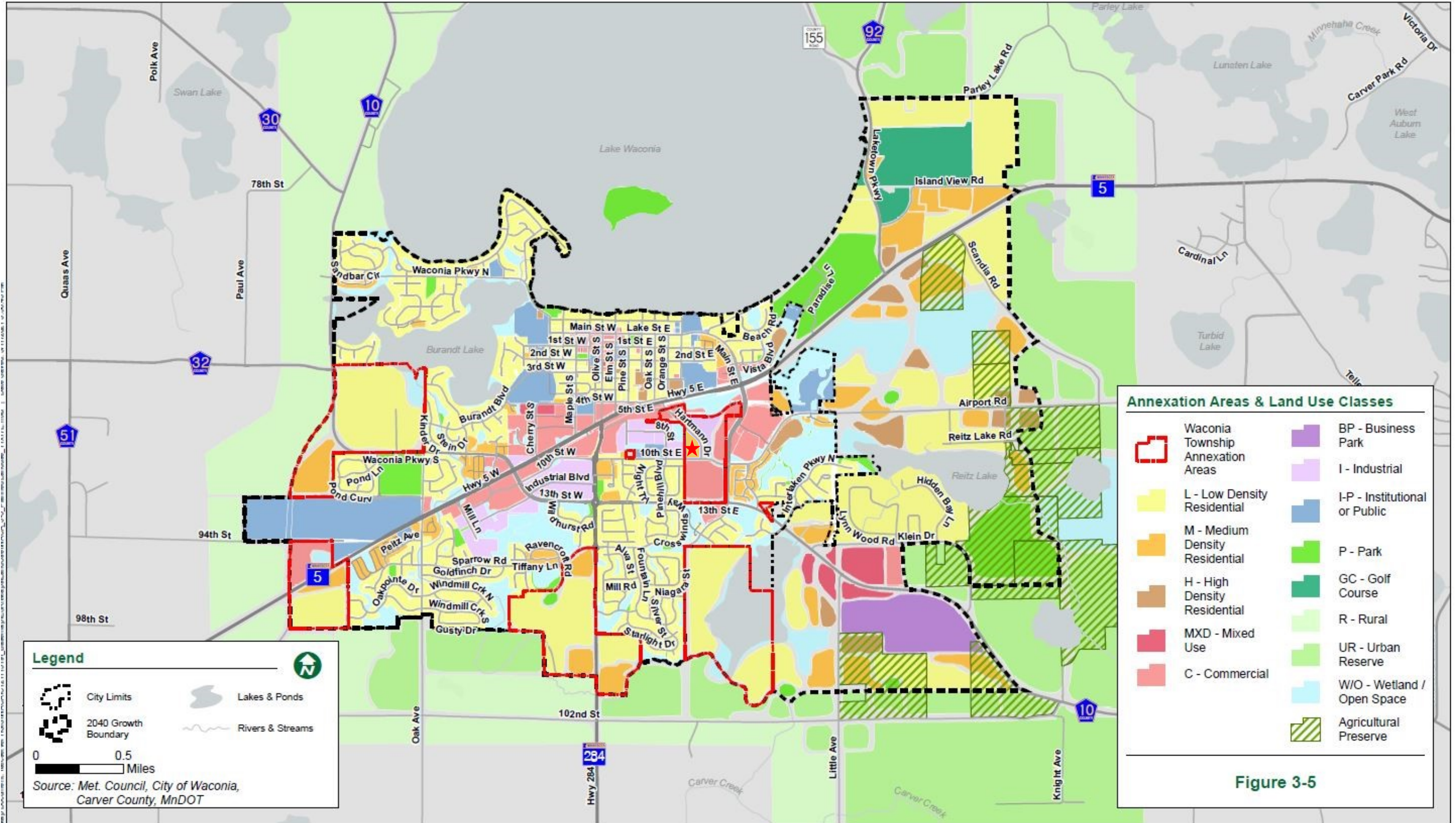
0 0.5 Miles

Source: Met. Council, City of Waconia, Carver County, MnDOT

Figure 3-5

★ SUBJECT PROPERTY

PROPOSED LAND USE MAP



Annexation Areas & Land Use Classes

	Waconia Township Annexation Areas		BP - Business Park
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Legend

	City Limits		Lakes & Ponds
	2040 Growth Boundary		Rivers & Streams

0 0.5 Miles

Source: Met. Council, City of Waconia, Carver County, MnDOT

Figure 3-5

★ SUBJECT PROPERTY



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	April 3, 2025
Item Name:	PUBLIC HEARING - Amend Section 900.10: Subd. 2. Definitions regarding the regulation of transition times between messages on dynamic signs
Originating Dept:	Community Development
Presented By:	Lane Braaten
Previous Council Action (if any) :	
Item Type:	Regular Session
<p>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED<i>(Include motion text in proper format):</i> Open public hearing. Close Public Hearing. Provide a recommendation to the City Council regarding regulation of transition times between messages on dynamic signs.</p>	
<p>EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations):</i></p> <p>In early 2024, the City Council asked City Staff to review the regulation of transition times between messages on dynamic signs. Following this direction, the Planning Commission held a Work Session on May 2nd, 2024, to discuss the matter further and to explore potential solutions. During the session, it was recommended that city staff examine the practices and regulations of neighboring cities to gather information on how they manage transition times for dynamic signs.</p> <p>Based on this discussion, city staff reviewed and researched neighboring municipalities to assess their approaches to dynamic sign timing and transitions. Following this review, staff are asking for a recommendation from the Planning Commission to establish an acceptable guideline revision related to the timing of message transitions on dynamic signs. The goal of the update is to create a balanced approach that allows for the effective use of dynamic signs while minimizing distractions and potential hazards for both motorists and pedestrians.</p>	
<p><u>PUBLIC NOTICE/COMMENT:</u></p> <p>The notice was published in the WACONIA PATRIOT on March 20th, 2025, and posted at the Waconia City Hall. Additionally, the public notice was posted on the city website. As of the date and time of this report the City has not received any public comments.</p>	
<p><u>CONCLUSION/RECOMMENDATION:</u></p> <p>The Planning Commission should hold the required public hearing, receive all public comments, and make a recommendation to the City Council. Upon a formal recommendation by the Planning Commission this item will be forwarded to the City Council for review at their regular meeting on April 21st, 2025.</p>	
<p>ATTACHMENTS:</p> <ol style="list-style-type: none"> 1. Dynamic_Sign_Public_Hearing_Notice 2. Section_900.10_Subd._2._Definitions 	

3. Neighboring_Cities

FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
_____ Budgeted		Personnel Committee:	
_____ Non-Budgeted		Other: More sample text.	
_____ Amendment Required			

CITY OF WACONIA, MN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Waconia, MN, will hold a public hearing on April 3rd, 2025, at 6:30 p.m, at the Waconia City Hall, 201 South Vine Street, Waconia, MN, to discuss potential updates to the City's Sign Code, specifically Section 900.10: Subd. 2. Definitions, regarding the regulation of transition times between messages on dynamic signs.

The goal of the proposed update is to establish clear guidelines regarding how quickly dynamic signs can transition from one message to another, with the intent to minimize potential distractions for drivers and pedestrians. The city aims to balance allowing the use of dynamic signs effectively while ensuring that message transitions do not become hazardous.

Pertinent information pertaining to this discussion is available at the City Hall. Interested persons may submit written or oral comments pertaining to this matter any time prior to the hearing, or at the hearing on Thursday, April 3rd, 2025. Written comments will be distributed to the Planning Commission for review and consideration. Please submit written comments by mail, email or in person as follows:

Mail/in person: Abdihafid Sahal, 201 South Vine Street, Waconia, MN 55387
Email: Asahal@waconia.gov

By: WACONIA PLANNING COMMISSION
ATTEST: Abdihafid Sahal; Assistant Planner

(Published in the March 20th, 2025 Waconia Patriot newspaper)

Sec. 900.10. - Sign regulations.

Subd. 1. *Purpose and intent.* The purpose of these sign regulations is to protect and promote the general welfare, health, safety and order within the city through the establishment of a comprehensive series of standards and procedures governing the erection, use and display of signs within the city, without regard to content. Accordingly, these regulations are intended to: i) promote signs that are compatible with their surroundings, considering a sense of concern for the visual amenities of the city; and ii) discourage unsafe, disorderly, indiscriminate or unnecessary use of signs. These sign regulations are not intended to create content-based restrictions or to allow content-based enforcement.

Subd. 2. *Definitions.* The following terms apply to section 900.10:

Abandoned sign means a sign (including any structure whose primary function is to support such sign) whose: i) display surface remains blank for a period exceeding sixty (60) days; ii) which pertains to a time, building, event or purpose that passed or ceased to apply more than sixty (60) days prior to the then applicable date; or iii) that has remained for more than sixty (60) days after demolition of the building it served.

Address sign means a sign including postal identification numbers, whether written or in number form, and, optionally, the name of the street or building.

Area identification sign means a freestanding sign, on the identified premises, which identifies the name of a neighborhood, residential subdivision, multiple residential complex, shopping center, industrial area, office complex, park or any combination of the above.

Awning sign means a sign permanently affixed to an awning providing a shelter or cover over the approach to any building entrance or shading a window area.

Banner means a temporary sign made out of flexible paper, cloth or plastic-like material.

Building face means that portion of any exterior elevation of a building or other structure extending from grade to the top of a wall and the entire width of that particular building or structure elevation.

Canopy and marquee means a roof-like structure projecting over the entrance to a building.

Development means a commercial use of three (3) or more principal structures with common characteristics, as determined by the city, or a platted residential use of twenty (20) or more lots with common characteristics, as determined by the city. Common characteristics may include shared access, similar architecture, single ownership or history of site plan review approval.

Directional sign means a sign erected on a premises of record by the owner of such property solely for the purpose of guiding vehicular and pedestrian traffic.

District means a city zoning district, as defined in the city's zoning ordinance.

Dynamic sign means a sign or portion thereof that appears to have movement or that appears to change using any method other than a person physically removing and replacing the sign or its components. For example, any sign or portion thereof that rotates, revolves, moves, flashes, blinks or changes color or intensity of illumination (using a method other than a person physically removing and replacing the sign or its components) is a dynamic sign. Further, any sign or portion thereof that incorporates LED lights, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays is a dynamic sign.

Freestanding sign means a sign that is placed in the ground and not affixed to any part of any structure.

Government sign means a sign that is erected or maintained by a governmental unit.

Illuminated sign means a sign or portion thereof that: i) incorporates an artificial light source as part of the sign including, but not limited to, a sign with LED lights, neon lights or an interior light; or ii) a sign that has an artificial light source directed upon it.

Marquee sign means a sign that is permanently attached to a marquee.

Monument sign means any one-sided or two-sided free-standing sign with its entire sign area mounted on the ground or mounted on a base at least eighty (80) percent as wide as the sign area.

Multi-tenant building means a building: i) containing two (2) or more tenants; ii) used by the owner of the premises of record and also containing one (1) or more tenants; iii) that is a condominium; or iv) that is a cooperative. For purposes of these regulations, a "tenant" of a multi-tenant building means either: i) a lessee with a right to occupy a portion of a multi-tenant building on a full-time basis; or ii) an owner using a portion of a multi-tenant building on a full-time basis.

Non-conforming existing sign means a sign lawfully existing prior to the adoption of these regulations, but not conforming to the newly enacted requirements of these regulations.

Off-premises commercial sign means a sign (including any structure whose primary purpose is to support such sign) advertising a business, commodity or service (including those of nonprofits) which business, commodity or service is not located or performed on the premises of record where the sign is located (e.g., billboards and other outdoor advertising).

Permitted dynamic sign means a a) rotating barber pole; or b) any other dynamic sign that meets all the following requirements:

- i) It appears to move or change no more than once every ten (10) minutes or it solely displays time and temperature readings irrespective of the frequency of movement or change; and
- ii) The images or messages displayed between transitions are static and each transition from one (1) display to the next is instantaneous and without special effects (e.g., scrolling messages or flashing messages); and

- iii) The images or messages displayed are complete in themselves, without continuation in content from one (1) display to the next.

Portable sign means a sign designed to move from one (1) location to another, not permanently attached to the ground or any other surface.

Premises of record means a lot or parcel that has been assigned a tax identification number by Carver County, Minnesota.

Promotional device means air inflated devices, banners exceeding forty (40) square feet in area, non-mechanical whirling devices, spotlights, or any sign resembling the same; provided, however, that banners forty (40) square feet in area or less shall not be considered promotional devices.

Pylon sign means any free-standing sign supported by a column like structure, posts or poles set firmly in or below the ground surface.

Regulations or sign regulations mean the ordinance contained in this section 900.10.

Roof sign means a sign erected upon or above a roof or parapet of a building.

Shielded light source means, as applicable:

- i) For an artificial light source directing light upon a sign, a light source diffused or directed so as to eliminate glare and housed to prevent damage or danger.
- ii) For light source located within a sign, a light source shielded with a translucent material of sufficient opacity to prevent the visibility of the light source.
- iii) For a light source designed to directly display a message (e.g. LED and neon lighting), a light source specifically designed by its manufacturer for outdoor use.

Sidewalk sign means a temporary sign located on a public or private sidewalk adjacent to and directly in front of a building.

Sign means any letter, symbol, device, poster, mural, picture, statuary, reading matter or representation that is displayed outdoors for informational, communicative or artistic purposes.

Sign area means the entire area within a continuous perimeter enclosing the extreme limits of the sign message and background. However, such perimeter shall not include any structural elements lying outside of such sign and not forming an integral part of the sign. The area of a sign within a continuous perimeter shall be computed by means of the smallest circle, rectangle or triangle that will encompass the extreme limits of the writing, representation, emblem or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the building façade against which it is placed.

Special event sign means a temporary sign erected by a civic or other non-profit organization in connection with a fundraiser, festival, tournament, or other one-time or annual event; examples of which are Winterfest, Music in the Park, Nickle Dickle Day, and the Carver County Fair.

Street frontage means the portion of a premises of record that abuts a public right-of-way.

Temporary sign means a sign placed on a premises of record for a specific purpose that is of limited time duration, after which the sign is to be removed, which does not necessarily meet the structural requirements for a permanent sign.

Wall sign means any sign that is affixed to the wall of any building or structure.

Window sign means any letter, symbol, device, poster, mural, picture, statuary, reading matter or representation that is placed inside a window or upon the interior side of a window pane and that is visible from the exterior of the window. It does not include merchandise on display.

Zoning administrator means the zoning administrator appointed by the city council or such person's designee.

Subd. 3. *General provisions applicable to all districts.*

- A. *Required signs.* In all districts, one (1) address sign is required for each premises of record with a building. If a premises of record has multiple buildings with separate addresses, then one (1) address sign is required for each separate address. Each address sign shall be attached flat against a wall of the building on which it is located and have letters/numerals at least four (4) inches high with a minimum stroke width of one-half (½) inch. The sign area of an address sign shall not exceed: i) two (2) square feet in the R-1, R-2, R-4 agricultural, shoreland, public and conservation districts; or ii) four (4) feet in any other district.
- B. *Prohibited signs.* The following signs are prohibited in all districts:
1. Signs in, upon or projecting into any public right-of-way or easement, excepting government signs typically found in a public right-of-way or easement (e.g. traffic control and street signs);
 2. Off-premises commercial signs;
 3. Banners, except as expressly allowed by these regulations;
 4. Signs painted, attached, or in any manner affixed to trees, rocks or similar natural surfaces;
 5. Signs painted directly on the wall or roof of a building or other structure;
 6. Signs that obstruct any window, door, fire escape or opening intended to provide ingress or egress to any building or other structure;
 7. Pylon signs;

City	Dynamic Display Duration
Waconia	Display changes no more than once every 10 minutes.
Victoria	Illuminated signs must have a minimum display duration of 8 seconds.
Cologne	Display change intervals must be no less than 15 minutes. The transition must take no longer than 2 seconds.
Minnetrista	Display changes no more than once every 5 minutes, except for date, time, or temperature. Date, time, or temperature changes no more than once every 3 seconds.
Norwood Young America	Display changes no more than once every 20 seconds, except for date, time, or temperature.
Chaska	Display changes no more than once every 60 seconds. Frame transitions must be instantaneous; special effects like scrolling, fading, etc., are prohibited.
Eden Prairie	Display changes no more than once every 20 minutes, except for date, time, or temperature. Date, time, or temperature information may change no more than once every 3 seconds.
Minnetonka	Display changes no more than once every 20 minutes, except for date, time, or temperature. Date, time, or temperature information may change no more than once every 3 seconds.
Watertown	Display changes every 4 seconds with a static display.
Chan, Mound, Excelsior, Carver	No specific requirements provided



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date: April 3, 2025	
Item Name: Staff Update	
Originating Dept: Community Development	
Presented By: Lane Braaten	
Previous Council Action (if any) : None	
Item Type:	Discussion
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion text in proper format)</i> : Discussion Only	
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations)</i> :	
Staff Update	
ATTACHMENTS: None	
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other: More sample text.
_____ Amendment Required	