

WAYZATA PLANNING COMMISSION

Meeting Agenda

Pursuant to Minnesota Statute Sec. 13D.015, and the Executive Orders and Emergency Declarations related to the COVID19 pandemic, this Planning Commission meeting is being conducted by electronic means using the audio and video conferencing platform, Zoom. Members of the public may watch and listen to the meeting by logging into Zoom, or by calling 312-626-6799 on a phone, and entering Zoom Meeting ID 945 3520 5647 and Passcode 301400. The meeting will also be shown on Channel 8, WCTV, and streamed on the City's website at www.wayzata.org/WCTV.



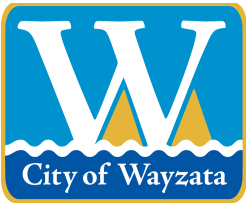
To speak during the Public Forum and/or Public Hearing portions of the meeting you can use Zoom or a phone. When using Zoom, indicate you'd like to speak by using Zoom's "raise hand" function. When using a phone, press *9. In each case, you will be muted until you have been recognized and invited to speak.

The City encourages comments or questions about items on the agenda and, when possible, requests that you submit them in advance by emailing PublicComment@wayzata.org, calling City staff at 952-404-5313, or mailing Wayzata City Hall at 600 Rice St E, Wayzata, MN 55391 (Attn: Public Comment).

Monday, January 25, 2021
6:30 PM

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Consent Agenda**
 - a. Approval of January 4, 2021 Meeting Minutes
 - b. Approval of Planning Commission Report and Recommendation for a Subdivision at 555 Bushaway Road
 - c. Approval of Planning Commission Report and Recommendation for a Fence in the Rear Yard at 600 Rice Street East
- 5. Public Hearing Items**
 - a. Consider Development Application for a Preliminary and Final Plat at 314 and 322 Broadway Avenue North
 - b. Consider Development Application for a Heritage Preservation Site Designation for the Trappers Cabin at 220 Grove Lane East
- 6. Other Items**
 - a. Review of Development Activities
 - b. Planning Commissioner Liaison Schedule and City Meeting Calendar
 - c. Election of Officers of Planning Commission for 2021 Calendar Year
- 7. Adjournment**

Upcoming Meetings:
City Council - February 2, 2021
Planning Commission - February 1, 2021



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 4.a
TITLE: Approval of January 4, 2021 Meeting Minutes	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

N/A

ACTION REQUESTED:

Staff recommends approval of the draft minutes for the January 4, 2021 Planning Commission meeting.

ATTACHMENTS:

1. Draft January 4, 2021 PC Minutes

**WAYZATA PLANNING COMMISSION
MEETING MINUTES
January 4, 2021**

AGENDA ITEM 1. Call to Order

Chair Plantan called the meeting to order at 6:30 p.m.

Chair Plantan read the following prepared statement:

Pursuant to Minnesota Statute Sec 13D.015 and because of the COVID-19 pandemic, this Planning Commission Meeting is being held remotely by electronic means using the audio and video conferencing platform, Zoom. Members of the Commission, City staff, and others that are a part of the meeting will be participating by video or audio connections where we can all hear each other and see the presentations being made. We have a public forum and public hearing this evening on the agenda. If you'd like to speak during these portions of the meeting you may call 1-(312) 626-6799, enter the Zoom meeting ID 99664828837, with passcode 657441, and press 9 to speak. Callers will be placed on hold and muted until the appropriate time of the meeting is reached. At that time, each caller will be recognized in turn, and invited to speak. Public comments continue to be welcomed and encouraged and we ask if possible, that comments of future agenda items be submitted in advance by emailing PublicComment@wayzata.org. Please include "public comments" in the subject line, your name and address, and the agenda item that you are speaking to. Comments can also be submitted by calling City staff or mailing comments to Wayzata City Hall at 600 Rice St E, Wayzata, MN 55391 (Attn: Public Comments). The meeting will be shown on Channel 8, WCTV, and streamed on the City's website at www.wayzata.org/wctv.

Chair Plantan introduced newly appointed Commissioner Stockton who will be filling the vacancy left by Commissioner Iverson who will now be serving on the City Council. Chair Plantan expressed her appreciation to Commissioner Iverson for her years of service to the Commission, and noted that she looks forward to continuing to work with her while she serves on the Council. She extended the well wishes of the Planning Commissions to outgoing Mayor Willcox for his years of service to the City. She welcomed and congratulated the City's new mayor, Mayor McCarthy.

AGENDA ITEM 2. Roll Call

Chair Plantan asked Director Goellner to take roll call.

Present at roll call were Commissioners: Plantan, Douglas, Merriam, Parkhill, Stockton, and Bashioum. Community Development Director Emily Goellner, Assistant Planner Nick Kieser, and City Attorney David Schelzel were also present.

Absent at roll call was Commissioner Flannigan.

AGENDA ITEM 3. Approval of Agenda

1 Chair Plantan asked for a motion to approve the agenda for the meeting.

2
3 Commissioner Douglas made a motion, seconded by Commissioner Bashioum, to approve the
4 January 4, 2021 agenda as presented.

5
6 Director Goellner completed a roll call vote on the motion. The motion carried unanimously.

7
8 **AGENDA ITEM 4. Consent Agenda**

9
10 **a.) Approval of the December 7, 2020 Planning Commission Meeting Minutes**

11
12 Chair Plantan read the items on the consent agenda and asked if any Commissioners had questions
13 on the agenda item, or wished to pull it for further discussion.

14
15 Hearing no such request, Chair Plantan asked for a motion to approve the Consent Agenda as
16 presented.

17
18 Commissioner Douglas made a motion, seconded by Commissioner Parkhill, to approve the
19 Consent Agenda as presented.

20
21 Director Goellner completed a roll call vote on the motion. The motion carried unanimously.

22
23 **AGENDA ITEM 5. Public Hearing Items**

24
25 **a) Consider Development Application for a Subdivision at 555 Bushaway Road**

26
27 Assistant Planner, Nick Kieser, stated that this application is for a subdivision and combined
28 preliminary and final plat at 555 Bushaway Road that involves four properties on the shore of Lake
29 Minnetonka. He reviewed the zoning for the property and the area, and the provisions of the 2040
30 Comprehensive Plan that guide this property as Estate Single Family. He stated that the proposal
31 is to combine the four lots into two lots. He noted that the two existing southern lots are currently
32 conforming, so a single-family home could be built on either one of the lots. He noted that in
33 2019, there was a home on one of the larger lots that was demolished, and significant grading and
34 conservation work was completed on the properties. He reviewed the driveway locations, the total
35 buildable portions of the lots, lot coverage, and conservation easement areas. He noted that the
36 applicant will work with the Minnehaha Creek Watershed District if there are any changes needed
37 due to the subdivision, and any future grading on the property will need Council approval. He
38 explained that the applicant is in the process of a Letter of Map Revision for the lots with FEMA
39 which helps determine flood insurance. He stated that because of the previous grading work done
40 on the site, the City would only allow an additional 15% of trees to be removed for a total of 25%
41 tree removal. He noted that no public comment had been received on the application, and stated
42 that the applicant had also sent out notices to the neighboring property owners. No comments have
43 been received from either notice. He reviewed the relevant questions for the Commission to
44 consider with a request for subdivision and plat approval under the criteria of the Subdivision
45 Ordinance.

1 Chair Plantan asked if the Commission had any questions for Staff.

2
3 Commissioner Douglas asked about page 21 of the packet, which shows a map with possible
4 placement of home, and asked how large the potential homes could be.

5
6 Planner Kieser gave an overview of the depiction in his presentation that showed the maximum
7 size the homes could be, and noted that the applicant is aware of this limit.

8
9 Commissioner Merriam noted that the map shows that the larger parcel could have a footprint of
10 about 15,000 and 11,800 square feet.

11
12 Commissioner Parkhill asked what the advantages are of the conservation easement area noted in
13 the proposed plat and application materials, and asked how the easement benefits both the owner
14 and the City.

15
16 Planner Kieser stated that he will have the applicant answer questions regarding the benefits for
17 the owner. He explained that from a City perspective, the easement helps to preserve some of the
18 natural areas of the property and enhances stormwater manage and runoff into the Lake.

19
20 Chair Plantan asked if the applicant was present and would like to address the Commission.

21
22 Applicant's representative, David Baer, Lake Properties, 6423 City West Parkway, Eden Prairie,
23 stated that there are a multitude of reasons why they decided to do the conservation easement, and
24 one of the main reasons was to create a habitat around the property that would be able to be restored
25 to the natural habitat that it once was. He stated that they worked very closely with both the
26 Watershed District and some environmental consultants to create a buffer zone that also makes the
27 property more beautiful.

28
29 Commissioner Bashioum asked about the conservation easement when Lot 2 is sold. She asked if
30 they need to follow all the guidelines and stipulations, or if they will they be able to vacate the
31 easement at will.

32
33 Mr. Baer explained that the easements are perpetual and will be required to be kept and maintained
34 in accordance with the plan that was put forth in the easement document. He stated that the idea
35 was that even if they were to subdivide the property further, that the easement and obligations
36 would remain.

37
38 Commissioner Bashioum stated that she thought she read somewhere in the packet that at any time,
39 the conservation easement can be vacated just by giving notice.

40
41 Mr. Baer asked the Applicant's attorney, Todd Phelps, to answer that question, and noted that he
42 does not think the property owners have the right to do that.

43
44 Todd Phelps, Stinson Law Firm, stated as Mr. Baer mentioned, the conservation easement lasts in
45 perpetuity, and the land has been encumbered by that easement with all of the obligations contained
46 in what is a very comprehensive and thorough conservation easement. He stated that in theory, it

1 could be terminated, but there are quite substantial penalties and consequences associated with that
2 action. He noted that they worked with the Watershed District for almost a year to formulate this
3 plan. He stated that while nothing is impossible, he would say that it is extremely improbable that
4 the conservation easement will ever go away.

5
6 Commissioner Stockton asked if it would make sense to consider that the conservation area has
7 the ability to be redefined proportionate to the existing lots in the event that there was a future
8 proposed subdivision of the two lots into three.

9
10 Mr. Baer stated, to his knowledge, the boundaries of the easement cannot be changed.

11
12 Commissioner Stockton asked if that meant that future subdivisions would be somewhat inhibited.

13
14 Mr. Phelps stated that any future subdivision would require a variance from the City, but noted
15 that there is nothing planned for the type of subdivision Commissioner Stockton was referencing.
16 He stated that additional subdivision would also require consent from the Minnehaha Creek
17 Watershed District as the holder of the conservation easement. He noted that the agreement states
18 that this area can be subdivided into two lots, but not three.

19
20 There being no additional questions from the Commission for the applicant, Chair Plantan opened
21 the public hearing on the application at 7:02 pm and repeated the instructions for participation in
22 the public hearing via Zoom or by phone.

23
24 Director Goellner stated there were no people that joined or called into the meeting that have asked
25 to speak at this public hearing.

26
27 There being no one wishing to comment on the application, Chair Plantan closed the public hearing
28 at 7:03 pm.

29
30 Chair Plantan asked for the Commission to share their thoughts, questions and feedback on the
31 application.

32
33 Commissioner Douglas thanked the applicant for a very detailed and complete application. She
34 stated that this is a beautiful property and looks forward to seeing what happens here. She stated
35 that the proposal meets all the minimum lot requirements, is larger than all the surrounding lots,
36 and fits into the character of the neighborhood. She feels this will be a nice addition to the area.

37
38 Commissioner Stockton stated that the conservation easement idea is lovely, and hopes that it will
39 set somewhat of a standard for similar larger properties.

40
41 Chair Plantan stated that she thinks the configuration seems very reasonable and preserves the
42 wildlife habitat, trees, and vegetation, and that it fits in with the area.

43
44 There being no further discussion, Chair Plantan asked for a motion on the application.

1 Commissioner Douglas made a motion, seconded by Commissioner Parkhill, to direct staff to
2 prepare a draft Planning Commission Report and Recommendation with appropriate findings
3 reflecting a recommending approval for the Preliminary and Final Plat Review and Subdivide four
4 lots into 2 lots at 555 Bushaway Road for review and adoption at the next Planning Commission
5 meeting.

6
7 Director Goellner completed a roll call vote on the motion. The motion carried unanimously.
8

9 **b) Consider Development Application for a Conditional Use Permit for a Fence in**
10 **the Rear Yard at 600 Rice Street East**
11

12 Planner Kieser stated that this application is for a CUP for fence height for 600 Rice Street East,
13 which is the Wayzata City Hall property. He reviewed the zoning on the property and in the
14 surrounding neighborhood, and the Comprehensive Plan land use designation. He stated that the
15 proposed fence in the rear yard would be 7 feet where 6 feet is otherwise allowed without a CUP.
16 He reviewed the plans for the proposed 7 foot tall dark, steel fence with a 16-foot-long automatic
17 gate to enclose and help secure the area to the rear of City Hall and the police vehicle parking area.
18 He noted that the proposal would enclose about 20 parking stalls and leave 8 outside of the fencing.
19 He noted that there was discussion with the gate company about the noise output of the gate
20 mechanism, and the company advised that it was essentially comparable to a garage door opener
21 in a single-family home. He noted that the City of Plymouth has a similar gate that makes virtually
22 no noise. He explained that there is a proposed future car port that would cover about 7 stalls. He
23 showed examples of the fencing material and how the gate would operate. He noted that one of
24 the concerns brought up in public comment received in advance of the meeting was the visual
25 impact of the fence, and shared images of the site that show the difference in neighboring views
26 between summer months and winter months. He explained that two public comments were
27 received, one in general support and the other that expressed concerns about visual impact, noise
28 from the gate, time of gate use, and the impact of the future carport. He reviewed the CUP criteria
29 and questions for the Commission to consider with the application.
30

31 Chair Plantan asked if the Commission had any questions for Staff.
32

33 Commissioner Merriam stated that in the memo from Police Chief Risvold on the proposal, he
34 states that they need the 7-foot fence so it cannot easily be climbed, but there are two 4-foot
35 pedestrian gates on the south and north side and asked why those are only 4 feet.
36

37 Planner Kieser stated he believes the 4 feet refers to the width of the gates and not the height.
38

39 Chair Plantan asked if the applicant would like to address the Commission.
40

41 Applicant representative, Police Chief Risvold, 600 Rice Street, explained that this fencing is
42 strictly a security effort, and noted that the City of Wayzata Police Department is one of the few
43 police agencies in the area that does not have a secured area for its vehicles and employees. He
44 noted that this has been discussed with the City Council, including at one of their workshop
45 meetings and has been included in budget plans.
46

1 Commissioner Douglas stated that there are a few different fencing options shown in the plans
2 included in the packet, and she would prefer that the fencing does not have the curved top as shown
3 in a few examples, because it reminds her of a prison fence. She stated that the classic design
4 shown in the other examples is similar to what the City has elsewhere, and would like to keep it in
5 a similar genre.

6
7 Chief Risvold stated that he is not married to any of the particular design options, and noted that
8 the curved top design is probably more secure than other options; but none of them are
9 insurmountable if someone really wants to get over the fence.

10
11 There being no additional questions from the Commission for the applicant, Chair Plantan opened
12 the public hearing on the application at 7:22 pm. and reiterated the instructions for involvement
13 via Zoom or phone call.

14
15 Catherine Robinson, 215 Walker Avenue, stated that she is one of the new homeowners in the 7
16 townhomes that are being built nearby. She stated that she is happy there are actions being taken
17 to protect the City's police force. She noted that regarding the fence, there were a few statements
18 made in the application that said that the fence would be visible to some property owners from the
19 south. She stated that without the framing of the units complete yet, she thinks it is hard to visualize
20 how the windows on the first and second levels of the new units will look out to the new proposed
21 fencing, gate and potential car port. She stated that they would like a deeper review completed.
22 She does not think all the other homeowners are aware of the application and noted that she had
23 found it by happenstance on the City website this week when they were researching other things
24 regarding the City. She stated that with regard to the automatic gate, if they were sitting on their
25 deck or patio, they believe there will be some noise issues with them hearing the gate open or
26 close. She asked if the intent was for the gate to be opened and closed throughout the day. She
27 asked whether it may make sense for the gate not to open and close between 10:00 p.m. and 6:00
28 a.m. because that would alleviate most of the noise concerns. She stated that car port would be
29 taller than 7 feet, and asked if there was any pre-planning done to have additional vegetation to
30 hide the fence or the carport. She asked about landscape plans to hide the gate, fence and carport.
31 She stated that she agrees with the comments made by Commissioner Douglas on the style of
32 fencing looking like a prison fence.

33
34 There being no other person wishing to provide comments on the application, Chair Plantan closed
35 the public hearing at 7:27 pm.

36
37 Chair Plantan asked for the Commission to share their thoughts, questions, and feedback on the
38 application.

39
40 Commissioner Douglas asked if the gate would swing open toward Walker or toward the building.

41
42 Chief Risvold stated that he believes it will go towards Walker, but is not completely sure because
43 it will be more of a logistical item for the fencing company to work out.

44
45 Commissioner Douglas asked if the Council had any comments when this was discussed at the
46 work session, regarding tree cover or the visibility to the west.

1
2 Chief Risvold stated that it was brought up and noted that there was some vegetation over there.
3 He stated that the Council also discussed the style and type of fence being important, and that it
4 should look nice and fit in with other fences that the City has around town and have a more
5 decorative look.
6

7 Commissioner Bashioum stated that she is in favor of adding another layer of security for the
8 police department and staff. She asked if there has been an allocation made by the City Council
9 regarding additional tree coverage, such as arborvitae that is four season vegetation that would
10 provide a screen.
11

12 Chief Risvold stated that the cost of the overall project is kind of a moving target because there
13 are many components, and the fencing is just one of them. He stated that it will also involve
14 reconfiguring the after-hours entry doors and the main entrance at the lower level, and those costs
15 are not yet known. He stated that when they did the ballpark budget figures, they did not talk
16 specifically about additional screening.
17

18 Commissioner Bashioum asked staff if there was any money set aside for providing additional
19 four-season vegetation.
20

21 Planner Kieser stated that there may be other opportunities within the project budget for trees, but
22 does not know the specific amounts. He stated that staff would have to look into that further to
23 see if there are other options for additional trees in that area.
24

25 Commissioner Douglas stated that she would support Commissioner Bashioum's concern, and
26 thinks it is definitely needed. She stated that she doesn't think it needs to be a solid wall of trees,
27 and could be staggered a bit and still be effective. She stated that she would like the City to find
28 a way to do some work to provide additional screening.
29

30 Commissioner Merriam stated that she feels it is important for the City to have this extra layer of
31 security. She stated that it is unknown how much noise the opening and closing of the gate will
32 produce. She stated that they do know that the fence will not be an eyesore, but suggested that the
33 concerns regarding noise and visibility be addressed when the gate is in use, and addressed later.
34

35 Chair Plantan stated that she thinks the Commission could put in a request that when the City
36 Council reviews this, that the Commission recommends they consider additional plantings for
37 screening.
38

39 Commissioner Parkhill stated that he thinks the request for a 7-foot fence is very reasonable. He
40 stated that this is a nice quality fence and does not see it as an eyesore whether it will be partially
41 visible or not. He stated that if it becomes a problem, it could be mitigated in the future with some
42 arborvitae or something similar. He stated for about 7 months out of the year, the existing natural
43 buffer will be completely blocking it, and he does not see a reason to deny this request.
44

45 There being no further discussion, Chair Plantan asked for a motion on the application.
46

Commissioner Merriam made a motion, seconded by Commissioner Douglas, to direct staff to prepare a draft Planning Commission Report and Recommendation with appropriate findings reflecting a recommending approval of a CUP Permit for the proposed fence at Wayzata City Hall, 600 Rice Street East, to be reviewed and adopted at the next Planning Commission meeting.

Director Goellner completed a roll call vote on the motion. The motion carried unanimously.

AGENDA ITEM 6. Other Items:

a) Review of Development Activities

Planner Kieser stated that it is going to start getting busy in the coming months, and noted that there are quite a few development applications that have been submitted. He gave an overview of a few of the specific applications that are in process, but not yet complete.

Director Goellner stated that staff has been working with CoV Restaurant on a potential expansion of their outdoor bar seating area into the public right of way, which would include an encroachment permit. She stated that she is hoping this will be ready for Commission review in about a month.

b) Planning Commissioner Liaison Schedule and City Meeting Calendar

Director Goellner noted that because of Martin Luther King Jr Day, the next meeting of the Commission will be held on the 4th Monday of the month.

Commissioner Douglas asked if there will be any public hearings at the next meeting.

Director Goellner stated that staff is still working a few applications before they can be deemed complete, but she expects that there will be two or three public hearings at that meeting.

c) Introduce and Welcome Commissioner Stockton

Director Goellner stated that she is very happy to welcome Commissioner Stockton to the Planning Commission. She stated that there were several applicants and this appointment was a difficult selection for the City Council. She noted that Commissioner Stockton currently serves on the Zoning Task Force.

Commissioner Stockton stated that she is honored to be part of the Commission, and shared a little background information on her work experience and history in the area.

Director Goellner noted that the Commission will hold their election of officers at the January 25, 2021 meeting.

AGENDA ITEM 7. Adjournment.

There being no further business on the agenda, Chair Plantan asked for a motion to adjourn.

1 Commissioner Parkhill made a motion, seconded by Commissioner Douglas, to adjourn the
2 Planning Commission meeting.

3
4 Director Goellner completed a roll call vote on the motion. The motion carried unanimously.

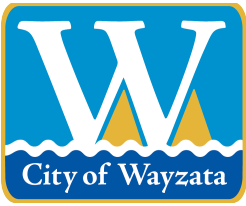
5
6 The Planning Commission meeting was adjourned at 7:45 p.m.

7
8 Respectfully submitted,

9 Kayla Atkins Rokosz

10 *TimeSaver Off Site Secretarial, Inc.*

11



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 4.b
TITLE: Approval of Planning Commission Report and Recommendation for a Subdivision at 555 Bushaway Road	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: February 12, 2021	

BACKGROUND:

A development application has been submitted for a proposed subdivision at 555 Bushaway Road. There are currently four separate lots in this area that would be combined into two lots. The future use of these lots is proposed to hold two single-family residences, one on each lot. The homes would have separate driveway entrances onto Bushaway Road.

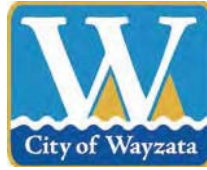
A public hearing was held on January 4, 2021. No public comments were provided for this application. The Planning Commission recommended approval unanimously.

ACTION REQUESTED:

Approval of Report and Recommendation for a Subdivision at 555 Bushaway Road.

ATTACHMENTS:

1. Draft PC Report and Recommendation



WAYZATA PLANNING COMMISSION

January 25, 2021

REPORT AND RECOMMENDATION OF APPROVAL OF COMBINED PRELIMINARY AND FINAL PLAT RESIDENTIAL SUBDIVISION / LOT COMBINATION AT 555 BUSHAWAY ROAD

DRAFT

SUMMARY OF RECOMMENDATION

Approval* of Combined Preliminary and Final Plat Subdivision / Lot Combination

* with certain revisions and conditions listed at the end of this Report

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 Proposed Land Use. The property owner and applicant, Lake Properties LLC, (the "Applicant") has submitted an application for approval of Combined Preliminary and Final Plats to subdivide and combine the four separate lots at 555 Bushaway Road, legally described on Attachment A, (the "Property"), into two lots for single-family residences.
- 1.2 Approval Requested. The Application includes requests for approval of the combined Preliminary and Final Plats (the "Preliminary and Final Plats" or "Proposed Subdivision") as shown on Attachment A.
- 1.3 Property. The address, property identification number, and owner of the Property are:

Address	PID	Owner
555 Bushaway Road	08-117-22-23-0006 08-117-22-23-0007 08-117-22-22-0001 08-117-22-22-0002	Lake Properties LLC

1.4 Land Use Designations. The Property is zoned and guided as follows:

Zoning:	R-1A Low Density Single Family Estate District
Comp Plan:	Estate Single Family
Overlay districts:	S/Shoreland Overlay District

1.5 Notice and Public Hearing. Notice of the public hearing on the Application was published in the *Wayzata Sun Sailor* on December 16, 2020 and mailed to all property owners located within 350 feet of the Property on December 22, 2020. The public hearing on the Application was held at the January 4, 2021 Planning Commission meeting.

Section 2. STANDARDS

2.1 Subdivision / Preliminary and Final Plat.

- A. Review and approval of lot combinations and subdivisions of property are governed by the City's Subdivision Ordinance, Part X, Chapters 1001 through 1009 of the City Code. The City may agree to review the preliminary and final plat simultaneously. Chapter 1003.03.A.
- B. In reviewing requests for approval under the Subdivision Ordinance, the Planning Commission shall consider possible adverse effects of the proposed subdivision or lot combination reflected in the preliminary plat. Its judgment shall be based upon, but not limited to, the following factors found in Section 1005.02:
 1. The proposed subdivision or lot combination shall be consistent with the Wayzata Comprehensive Plan.
 2. Building pads that result from a subdivision or lot combination shall preserve sensitive areas such as lakes, streams, wetlands, wildlife habitat, trees and vegetation, scenic points, historical locations, or similar community assets.
 3. Building pads that result from subdivision or lot combination shall be selected and located with respect to natural topography to minimize filing or grading.
 4. Existing stands of significant trees shall be retained where possible.
Building pads that result from a subdivision or lot combination shall be sensitively integrated into existing trees.

5. The creation of a lot or lots shall not adversely impact the scale, pattern or character of the City, its neighborhoods, or its commercial areas.
6. The design of a lot, the building pad, and the site layout shall respond to and be reflective of the surrounding lots and neighborhood character.
7. The lot size that results from a subdivision or lot combination shall not be dissimilar from adjacent lots or lots found in the surrounding neighborhood or commercial area.
8. The architectural appearance, scale, mass, construction materials, proportion and scale of roof line and functional plan of a building proposed on a lot to be divided or combined shall be similar to the characteristics and quality of existing development in the City, a neighborhood or commercial area.
9. The design, scale and massing of buildings proposed on a subdivided or combined lot shall be subject to the architectural guidelines and criteria for the Downtown Architectural District, Commercial and Institutional Architectural Districts, and Residential Architectural Districts and the Design Review Board/City Council review process outline in Section 9 of the Wayzata Zoning Ordinance.
10. The proposed lot layout and building pads shall conform with all performance standards contained herein.
11. The proposed subdivision or lot combination shall not tend to or actually depreciate the values of neighboring properties in the area in which the subdivision or lot combination is proposed.
12. The proposed subdivision or lot combination shall be accommodated with existing public services, primarily related to transportation and utility systems, and will not overburden the City's service capacity.

Section 3. FINDINGS OF FACT

Based on the Application materials, additional materials submitted by the Applicant, staff reports and documents, public comment and information presented at the public hearing, and the standards of the Wayzata Subdivision Ordinance, the Planning Commission of the City of Wayzata makes the following findings of fact:

3.1 Subdivision / Preliminary and Final Plat.

- A. City review of the Preliminary and Final Plat simultaneously is appropriate under City Code Sec. 1003.03.A.
- B. The Planning Commission finds that there would be no significant adverse effects of the Proposed Subdivision based upon the following factors found in Section 1003.02.E:
 - 1. The Proposed Subdivision is consistent with the Wayzata Comprehensive Plan, which guides the Property to Estate Single Family.
 - 2. The building pads that result from the Proposed Subdivision will not impact sensitive natural, scenic, historic or community assets. The Applicant has provided sufficient information about how the wetlands and other natural assets of the Property will be protected as part of the Proposed Subdivision, including with a significant Conservation Easement (as defined in the Staff Report and Application materials, and as shown on the Plats) and how stormwater will be managed, including improvements to the flow and disbursement of stormwater runoff from the Property into Lake Minnetonka.
 - 3. The building pads that result from the Proposed Subdivision will respect natural topography, views of the Lake, and incorporate filing or grading as recommended by the City Engineer for the surrounding area.
 - 4. There will be minimal impact to any trees as a result of the Proposed Subdivision.
 - 5. The Proposed Subdivision will not adversely impact the scale, pattern or character of the City, its neighborhoods, or its commercial areas, and will fit into the scale, pattern and character of the surrounding residential neighborhood area along Bushaway Road.
 - 6. The design of the lot, the building pads, and the site layouts respond to and are reflective of the surrounding lots and neighborhood character as noted elsewhere in this Report.
 - 7. The lot sizes resulting from the Proposed Subdivision are not dissimilar to other lots along Bushaway Road adjacent to the Lake.
 - 8. The architectural appearance, scale, mass, construction materials, proportion and scale of roof line and functional plan of the proposed buildings on the Property are not known at this time.

9. The design, scale and massing of the buildings proposed are not known at this time.
10. The Proposed Subdivision is not likely to depreciate the values of neighboring properties in the area in which it is proposed.
11. The Proposed Subdivision will be accommodated with existing public services, including those related to transportation and utility systems, and will not overburden the City's service capacity. The Proposed Subdivision would improve stormwater management and the ecology of the site.

Section 4. RECOMMENDATION

4.1 Planning Commission Recommendation. Based on the findings in section 3 of this Report, the Planning Commission recommends **APPROVAL** of the Preliminary and Final Plats, subject to the following conditions:

- A. Park dedication fees must be paid as required by the Subdivision Ordinance.
- B. The Applicant must record the Final Plat with the appropriate Hennepin County officials within one hundred twenty (120) days in conformance with the Subdivision Ordinance, and provide a recorded copy to the City.
- C. All expenses of the City of Wayzata, including consultant, expert, legal, and planning fees incurred must be fully reimbursed by the Applicant.

Adopted by the Wayzata Planning Commission the 25th day of January 2021.

Attachment A: Legal Description and Preliminary and Final Plats

Attachment A

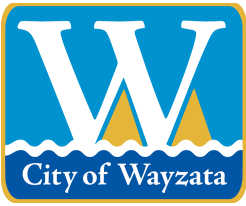
Legal Description and Preliminary and Final Plats

Par 1: Lots D and E, "Carpenter's Point, Hennepin County Minn."

Par 2: That part of Lot F, "Carpenter's Point, Hennepin County Minn." described as follows, to-wit: Commencing at the Southeast corner of said Lot F; thence North on the East boundary line thereof to a point 60 feet from said point of beginning which point is marked by a Judicial Landmark set pursuant to district court case no. 4922; thence in a straight line Westerly to a point marked by a Judicial Landmark set pursuant to district court case no. 4922, on the shore of Wayzata Bay, Lake Minnetonka, which point is 40 feet along said shore, North of the Southwest corner of said Lot F; thence Southerly along said shore of Wayzata Bay to the South boundary line of said Lot F; thence East along said South boundary line to the point of beginning.

Par 3: That part of Lot F, "Carpenter's Point, Hennepin County Minn." described as follows: Beginning at a judicial landmark set pursuant to district court case no. 4922 in the Easterly line of said Lot F, distant 60 feet Northerly, measured along the Easterly line of said lot from the Southeast corner thereof; thence Westerly in a straight line to the shore of Wayzata Bay, Lake Minnetonka, said line passing through a point marked by a judicial landmark set pursuant to district court case no. 4922 in the Westerly line of said Lot F, distant 40 feet Northerly, measured along said Westerly line from the Southwest corner of said Lot F, said last described course being hereinafter designated and referred to as Line "A"; thence Northerly along the shore of said lake to its intersection with a line drawn parallel with and distant 25 feet Northerly of, measured at a right angle to, the above mentioned Line "A"; thence Easterly parallel with said Line "A" to the Easterly line of said Lot F; thence southerly along said Easterly line to the point of beginning.

Subject to easements as contained in Doc. Nos. 272943 and 272944 (as to Par 3) (see Deletion Doc. No. T5531157)



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 4.c
TITLE: Approval of Planning Commission Report and Recommendation for a Fence in the Rear Yard at 600 Rice Street East	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: February 8, 2021	

BACKGROUND:

A development application has been submitted for a proposed seven foot tall fence located in the rear parking lot at the Wayzata City Hall, 600 Rice St E. The fence would be located around a number of the parking stalls in the parking lot for safety purposes for the Police vehicles and personnel. There would also be a mechanical gate that would allow access to the parking stalls. This fence height requires a Conditional Use Permit to construct.

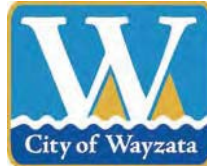
A public hearing was held on January 4, 2021. Two public comments were provided prior to the meeting and one stakeholder commented during the public hearing. The Planning Commission recommended approval of the application unanimously.

ACTION REQUESTED:

Approval of Report and Recommendation for a Fence in the Rear Yard at 600 Rice Street East

ATTACHMENTS:

1. Draft PC Report and Recommendation



WAYZATA PLANNING COMMISSION

January 25, 2021

REPORT AND RECOMMENDATION OF APPROVAL OF CONDITIONAL USE PERMIT FOR A FENCE AT 600 RICE STREET E

DRAFT

SUMMARY OF RECOMMENDATION

Approval* of Conditional Use Permit for Fence

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 Proposed Land Use. The applicant and property owner, the City of Wayzata, (the "Applicant") has submitted an application for approval of Conditional Use Permit (CUP) to allow a seven foot (7') tall fence and gate (the "Parking Lot Fence") in the rear parking lot of Wayzata City Hall at 600 Rice Street East, legally described on Attachment A, (the "Property").
- 1.2 Approval Requested. As part of the Application, the Applicant is requesting approval of a conditional use permit to permit an Parking Lot Fence and adjacent stone wall (considered a fence under the Zoning Ordinance) up to a height of 5'6". The Parking Lot Fence will be constructed of 50% steel material and the wall will be made of 100% solid stone material, as shown in the plans submitted with the Application (the "Parking Lot Fence", and the CUP for it, the "Fence CUP").
- 1.3 Property. The address, property identification number, and owner of the Property are:

Address	PID	Owner
600 Rice Street East	06-117-22-24-0059	City of Wayzata

1.4 Land Use Designations. The Property is zoned and guided as follows:

Zoning:	Institutional District
Comp Plan:	Instructional / Public
Overlay districts:	S/Shoreland Overlay District

1.5 Notice and Public Hearing. Notice of the public hearing on the Application was published in the *Wayzata Sun Sailor* on December 24, 2020 and mailed to all property owners located within 350 feet of the Property on December 22, 2020. The public hearing on the Application was held at the January 4, 2021 Planning Commission meeting.

Section 2. STANDARDS

2.1 Standards for Fences. Fences consisting completely solid matter are permitted in a rear yard of a property, at a height of up to six feet. Section 918.01.E. Fences in a rear yard may exceed six feet, up to a maximum height of eight feet, with a conditional use permit. Section 918.01.F. City Code Section 918.01.F.2 outlines the following standards for evaluating fence conditional use permit requests:

- A. The fence placement, height or design does not create a safety hazard with regard to, from or on a public street or roadway.
- B. The fence placement, height or design does not create a safety problem or negatively affect adjoining properties or use.
- C. The provisions of Section 904.2.F of the Zoning Ordinance are considered and satisfactorily met. Section 904.2.F of the Zoning Ordinance requires City Council to consider possible adverse effects of the proposed conditional use. Council's judgment shall be based upon (but not limited to) the following factors:
 - 1. The proposed action in relation to the specific policies and provisions of the official City Comprehensive Plan.
 - 2. The proposed use's compatibility with present and future uses of the area.
 - 3. The proposed use's conformity with all performance standards contained herein (i.e., parking, loading, noise, etc.).
 - 4. The propose use's effect on the area in which it is proposed.

5. The proposed use's impact upon property values in the area in which it is developed.
6. Traffic generated by the proposed use is in relation to capabilities of streets serving the property.
7. The proposed use's impact upon existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity.

Section 3. FINDINGS OF FACT

Based on the Application materials, staff reports, public comment presented at the public hearing, and Wayzata's Zoning Ordinance, the Planning Commission of the City of Wayzata makes the following findings of fact:

3.1 Criteria for Fence CUPs.

- A. The placement, height and design of the Parking Lot Fence will not create a safety hazard with regard to, from or on a public street or roadway.
- B. The placement, height and design of the Parking Lot Fence will not create a safety problem or negatively affect adjoining properties and uses. The Parking Lot Fence will enhance the safety and security of vehicles and other assets of the Wayzata Police Department. The Parking Lot Fence has been well designed aesthetically and functionally, and if needed, additional natural screening of it from the roadway and adjacent properties can be incorporated at a later date.
- C. The provisions of Section 801.04.2.F of the Zoning Ordinance have been considered and are all satisfactorily met. The Parking Lot Fence (the "Proposed Use") would have not have adverse effects on the surrounding area based upon the following:
 1. The Proposed Use is not inconsistent with any policies or provisions of the official City Comprehensive Plan.
 2. The Proposed Use is not incompatible with present and future uses of the area.
 3. The Proposed Use conforms with all relevant performance standards contained in the Zoning Ordinance.
 4. The Proposed Use will not have a negative effect on the area in which it is proposed as noted in this Report.

5. The Proposed Use will not have a material impact upon property values in the area.
6. The Proposed Use will not generate traffic.
7. The Proposed Use will not have a negative impact upon existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity, and will enhance public safety and public safety assets as noted in this Report.

Section 4. RECOMMENDATION

4.1 Planning Commission Recommendation. Based on the findings in section 3 of this Report, the Planning Commission recommends **APPROVAL** of the Fence CUP, subject to the following conditions:

- A. The Applicant must secure all necessary building permits for construction, and follow all laws and regulations applicable to the Parking Lot Fence, including building codes and land use regulations, and City Code and policies applicable to days and times of work, and construction management.
- B. The Applicant must build and complete the Parking Lot Fence in conformance, in all material respects, with the plans depicted in the Application, and work with Planning Staff on the final design details of the fence elements.
- C. All expenses of the City of Wayzata, including consultant, expert, legal, and planning fees incurred must be fully reimbursed by the Applicant.

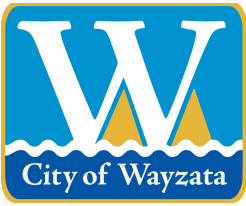
Adopted by the Wayzata Planning Commission the 25th day of January 2021.

Attachment A: Legal Description and Information on Property

Attachment A
Legal Description and Information on Property

“Public Square” in the plat of Wayzata, Hennepin County, Minnesota, according to the map or plat thereof on file and on record in the office of the Register of Deeds in and for said Hennepin County. Said “Public Square” is bounded on the North by Rice Street, on the South by Indian Mound Street, on the West by Walker Avenue, and on the East by Broadway Avenue in said plat of Wayzata.

DRAFT



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 5.a
TITLE: Consider Development Application for a Preliminary and Final Plat at 314 and 322 Broadway Avenue North	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: March 13, 2021	

BACKGROUND:

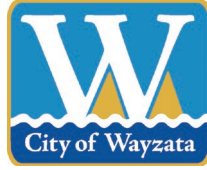
The property owner, 314 & 322 Broadway LLC, represented by Lori Serum of Regency Homes, has submitted a development application for a proposed lot subdivision at 314 and 322 Broadway Avenue North. The subdivision would readjust the lot line between the two properties to add approximately 18 linear feet from 314 Broadway Ave N to 322 Broadway Ave N. This lot line adjustment would create two conforming lots.

ACTION REQUESTED:

After considering the items outlined in this report, the Planning Commission should direct staff to prepare a Planning Commission Report and Recommendation, with appropriate findings, reflecting a recommendation on the application for review and adoption at the next Planning Commission meeting.

ATTACHMENTS:

1. Staff Report and Plans



**Planning Report
Wayzata Planning Commission
January 25, 2021**

Project Name: Blvd Ponds Subdivision
Applicant: Blvd Development, Regency Homes
Addresses of Request: 314 & 322 Broadway Ave N
Prepared by: Nick Kieser, Assistant Planner
“60 Day” Deadline: March 13, 2021

Development Application

Introduction

The property owner, 314 & 322 Broadway LLC, represented by Lori Serum of Regency Homes, has submitted a development application for a proposed lot subdivision at 314 and 322 Broadway Avenue North. The subdivision would readjust the lot line between the two properties to add approximately 18 linear feet from 314 Broadway Ave N to 322 Broadway Ave N. This lot line adjustment would create two conforming lots.

Property Information

The property identification numbers and owners of the properties are as follows:

Address	PIDs	Owner
314 Broadway Ave N	06-117-22-13-0025	314 Broadway LLC
322 Broadway Ave N	06-117-22-12-0009	322 Broadway LLC

The current zoning and comprehensive plan land use designation for the properties are as follows:

Current Zoning	2040 Comp Plan Land Use Designation
R-3A Single and Two Family Residential District	Central Core Residential

Project Location

The properties are located along the east side of Broadway Ave N in between the intersections of Beaver Dam St E and Gardner St E, just south of Highway 12.

Map 1: Project Location



Application Requests

As part of the submitted development application, the applicant is requesting approval of the following item:

- A. Concurrent Preliminary and Final Plat Subdivision: The proposal requires preliminary and final plat review to readjust the center lot line of the two lots. (City Code § 1003.02 and 1003.03)

Adjacent Land Uses

The following table outlines the uses, zoning, and Comprehensive Plan land use designations for adjacent properties:

Direction	Adjacent Use	Zoning	Comp Plan Land Use Designation
North	Single-family home	R-3A Single and Two Family Residential District	Central Core Residential
East	Wetland/Lake	R-3A Single and Two Family Residential District	Lake/Public Open Space
South	Single-family home	R-3A Single and Two Family Residential District	Central Core Residential
West	Single-family home	R-3A Single and Two Family Residential District	Central Core Residential

Public Hearing Notice

The public hearing notice was published in the *Wayzata Sun Sailor* on January 15, 2021. The public hearing notice was also mailed to all property owners located within 350 feet of the subject property on January 13, 2021.

Analysis of Application

Lot Requirements

The proposed lots would meet the minimum lot requirements for the R-3A Zoning District:

	Lot Area (sq. ft.)	Lot Width	Lot Depth
R-3A Requirements	9,000 (min.)	60 ft. (min.)	100 ft. (min.)
Lot 1, 322 Broadway Ave N (proposed)	37,656 sq. ft.	73 ft.	504.25 ft.
Lot 2, 314 Broadway Ave N (proposed)	49,865 sq. ft.	92 ft.	527.42 ft.

Surrounding Lot Sizes

City Code § 1003.02.E.7. states that one factor that the Planning Commission should consider is whether the lot size that results from a subdivision or lot combination is similar to adjacent lots or lots found in the surrounding neighborhood or commercial area. The following table summarizes the lot areas of the surrounding properties along Broadway Ave N zoned R-3A.

Address	Lot area (sq. ft.)
328 Broadway Ave N	27,139
244 Broadway Ave N	17,944
238 Broadway Ave N	10,863
230 Broadway Ave N	10,879
224 Broadway Ave N	8,253
218 Broadway Ave N	8,262
335 Broadway Ave N	7,288
329 Broadway Ave N	9,718
323 Broadway Ave N	9,718
311 Broadway Ave N	7,542
645 Gardner St E	9,464
Average	11,552

The proposed lot sizes are larger than the surrounding lot sizes along Broadway Ave N because of the long depth of the lots that encroach into the rear Glenbrook Pond.

Proposed Subdivision

The proposed subdivision intends to readjust the center lot line between the two lots 18 feet south in order to add more street frontage and square footage to the northern lot, 322 Broadway Ave N. The goal is to have more space available to build a new house on the northern lot. The northern lot is a legal non-conforming lot because currently, the lot width is 55 feet which is below the R-3A requirement of 60 feet. The proposed subdivision would

resolve the non-conforming lot to create two conforming lots to the R-3A zoning district lot standards. A park dedication fee would also be required at \$2,500 for each lot.

The single-family home as located on Lot 2 (southern lot) was demolished. The applicant intends to demolish the home on Lot 1 (northern lot) and build one single-family home on each lot. The builder, Regency Homes, would work with staff to complete the standard building permitting process for new single-family homes on these sites. The proposed homes would be custom built, so there are not any proposed plans for the homes at this time. A 96 square foot shed remains on the southern lot. The new owner would determine if they would like to keep the shed on the lot during the new home permitting process. There is also an existing sidewalk that runs along Broadway Ave N that will stay intact with this project. The northern existing house encroaches into the side yard setbacks, but is planned to be demolished with this project. New homes would be required to comply with the R-3A Zoning District requirements similar to the nearby R-3A homes.

	Front Yard Setback	Rear Yard Setback	Side Yard Setback	Lot Coverage Limit	Impervious Surface Limit	Height
R-3A Zoning Requirements	20 Feet	20 Feet	10 Feet	30%	35%	32 Feet

The future homes would be placed in a similar location of the homes that were recently demolished. The southern curb cut location may be relocated to work better with the proposed lot configuration.

Wetland

A wetland is located in the rear of both of these lots and is noted on the preliminary plat plans. From the current water's edge the wetland takes up approximately 9,000 sq. ft. for lot 1 and 16,000 sq. ft of lot 2. A buffer setback from the wetland edge of 30 feet will need to be met for any new homes constructed on these lots. Taking into account the wetland and wetland buffer, there is still a lot depth of ~300 feet for lot 1 and ~330 feet for lot 2 that is buildable. The proposed houses would be located near Broadway Ave N to match the previous building pads, require less tree removal, and be furthest away from the wetland area.

Easement

A drainage and utility easement is proposed to cover the entire pond/wetland area in the rear of the properties and also covers more land, seen on the preliminary plat, the as the easement line approximately follows the FEMA 100 year flood elevation. No development can occur inside the FEMA 100 year flood elevation line. The exact location of the easement for the Final Plat will be confirmed by the Public Works Director but it will be in a similar, if not exact, location as shown on the Final Plat currently.

Utilities

The sewer and water access for the proposed homes will use the same connections as the existing house and the house that was recently demolished. The connections will be

made from Broadway Ave N. There is sufficient utilities on these sites since there is no addition of units. There is a sanitary sewer pipe that runs along the wetland edge in the rear of these properties which the easement area would cover as well.

Tree Preservation

With this subdivision proposal, no trees are proposed to be removed. Staff intends to work with the applicant and owner to ensure that the least number of trees would be removed as possible for the construction of single-family homes and driveways. The construction of a new home allows the removal of 25% inches of significant trees and no removal of heritage trees without tree replacement. There is an assortment of tree species on this site such as; Ash, Elm, Maple, Basswood, Cottonwood, Locust, Pine, Oak, etc. This assortment contains around 70 significant trees and a few heritage trees.

A majority of the trees are located outside of the buildable areas for the homes. A tree inventory was completed and is shown on the Preliminary Plat plans. A majority of these trees are located in the rear of the properties where no development will occur.

Questions to Consider

1. Does the lot reconfiguration preserve sensitive areas such as Lake Minnetonka, wetlands, wildlife habitat, trees and vegetation, scenic points, historical locations, or similar community assets?
2. Will the creation of this new lot adversely impact the scale, pattern or character of the City, its neighborhoods, or its commercial areas?
3. Are the lot sizes similar to the lots in the surrounding neighborhood?

Staff Recommendation

Staff recommends approval of this application to readjust the center lot line of the two lots because:

- This proposal creates two legal lots that conform to the R-3A Zoning District regulations.
- The proposed lots are reconfigured in a way that preserves the wetland in the rear yard of both lots, preserves trees located on the periphery of each lot, and allows for a reasonably sized buildable area while maintaining space for sensitive environmental assets.
- By adjusting the center lot line, the lot widths are made more similar to the existing neighborhood. The lot sizes are larger than the typical lot size in this neighborhood because they include a large wetland in the rear yards where development is not permitted.

Action Steps

After considering the information and staff recommendation outlined in this report and the public hearing held at the meeting, the Planning Commission should direct staff to prepare a *Planning Commission Report and Recommendation*, with appropriate findings, reflecting a recommendation on the application for review and adoption at the next Planning Commission meeting.

Attachments

Preliminary Plat of Blvd Ponds, by Sathre-Berquist dated January 5, 2021

Final Plat of Blvd Ponds, by Sathre-Berquist

Applicable Code Provisions for Review

Staff has bolded some sections of the criteria below that are the most significant to consider with this development application.

Preliminary Plat Criteria (§1003.02.E): The Planning Commission shall consider possible adverse effects of the preliminary plat. Its judgment shall be based upon, but not limited to, the following factors:

1. The proposed subdivision or lot combination shall be consistent with the Wayzata Comprehensive Plan.
2. **Building pads that result from a subdivision or lot combination shall preserve sensitive areas such as lakes, streams, wetlands, wildlife habitat, trees and vegetation, scenic points, historical locations, or similar community assets.**
3. Building pads that result from subdivision or lot combination shall be selected and located with respect to natural topography to minimize filing or grading.
4. **Existing stands of significant trees shall be retained where possible. Building pads that result from a subdivision or lot combination shall be sensitively integrated into existing trees.**
5. **The creation of a lot or lots shall not adversely impact the scale, pattern or character of the City, its neighborhoods, or its commercial areas.**
6. The design of a lot, the building pad, and the site layout shall respond to and be reflective of the surrounding lots and neighborhood character.
7. **The lot size that results from a subdivision or lot combination shall not be dissimilar from adjacent lots or lots found in the surrounding neighborhood or commercial area.**
8. The architectural appearance, scale, mass, construction materials, proportion and scale of roof line and functional plan of a building proposed on a lot to be divided or combined shall be similar to the characteristics and quality of existing development in the City, a neighborhood or commercial area.
9. The design, scale and massing of buildings proposed on a subdivided or combined lot shall be subject to the architectural guidelines and criteria for the Downtown Architectural District, Commercial and Institutional

Architectural Districts, and Residential Architectural Districts and the Design Review Board/City Council review process outline in Section 9 of the Wayzata Zoning Ordinance.

10. The proposed lot layout and building pads shall conform with all performance standards contained herein.
11. The proposed subdivision or lot combination shall not tend to or actually depreciate the values of neighboring properties in the area in which the subdivision or lot combination is proposed.
12. The proposed subdivision or lot combination shall be accommodated with existing public services, primarily related to transportation and utility systems, and will not overburden the City's service capacity.

DESCRIPTION OF PROPERTY SURVEYED

That part of Outlot 2, Wayzata Revised described as follows: Beginning at a point on the northwesterly line of said Outlot 2 distant 55 feet southwesterly from the most northerly corner thereof; thence southwesterly along said northwesterly line 55 feet; thence southwesterly parallel with the northwesterly line of said Outlot 2 to the east line thereof; thence north along said east line to its intersection with a line drawn southwesterly from the point of beginning and parallel with the northwesterly line of said Outlot 2; thence northwesterly along said parallel line to the point of beginning, according to the plat thereof on file and of record in the office of the County Recorder, in and for Hennepin County, Minnesota.

And That part of Outlot 2, Wayzata "revised" Hennepin County, Minnesota, described as follows: Beginning at a point on the Northwesterly line of said Outlot 2 distant 110 feet Southwesterly from the most Northerly corner thereof; thence Southwesterly along said Northwesterly line 110 feet; thence Southwesterly Parallel with the Northwesterly line of said Outlot 2 to the East line thereof; thence North along said East line to its intersection with a line drawn Southwesterly from the point of beginning and parallel with the Northwesterly line of said Outlot 2; thence Northwesterly along said parallel line to the point of beginning, Hennepin County, Minnesota.

NOTES

- 1) **Site Address:** 322 Broadway Avenue North, Wayzata, Minnesota 55391
- 2) **Flood Zone Information:** This property appears to lie in Zone X (area determined to be outside of the 0.2% annual chance floodplain); Zone AE and floodway (per Flood Insurance Rate Map, Community Panel No. 27053C0307T, effective date of November 4th, 2016).
- 3) **Parcel Area Information:**

Gross Area:	87,521 s.f.	~ 2.01 acres
Net Area:	53,745 s.f.	~ 1.23 acres * area above FEMA base flood elevation - 937.2

322 Broadway	Existing	Gross Area:	28,214 s.f.	~ 0.65 acres
		Net Area:	17,435 s.f.	~ 0.40 acres * area above FEMA base flood elevation - 937.2
	Proposed	Gross Area:	37,656 s.f.	~ 0.86 acres
		Net Area:	22,919 s.f.	~ 0.53 acres * area above FEMA base flood elevation - 937.2

314 Broadway -	Existing	Gross Area:	59,307 s.f.	~ 1.36 acres
		Net Area:	36,307 s.f.	~ 0.83 acres * area above FEMA base flood elevation - 937.2
	Proposed	Gross Area:	49,865 s.f.	~ 1.14 acres
		Net Area:	30,823 s.f.	~ 0.71 acres * area above FEMA base flood elevation - 937.2

- 4) **Benchmark:** Elevations are based on top nut of hydrant at the Southeast corner of Broadway Avenue and Gardner Street which has an elevation of: 984.773 feet (NAVD83).
- 5) **Zoning Information:** The current Zoning for the subject property is R-3A (Single and Two Family Residential District) per the City of Wayzata's zoning map dated April 28th, 2015. The setback, height, and floor space area restrictions for said zoning designation were obtained from the City of Wayzata from their web site on the date of December 11th, 2017 and are as follows:

Principal Structure Setbacks

Front Yard: 20 feet
Side Yard: 10 feet
Rear Yard: 20 feet

Single Family Minimum Lot Requirements

Lot Area: 9,000 square feet
Lot Width: 60 feet
Lot Depth: 100 feet

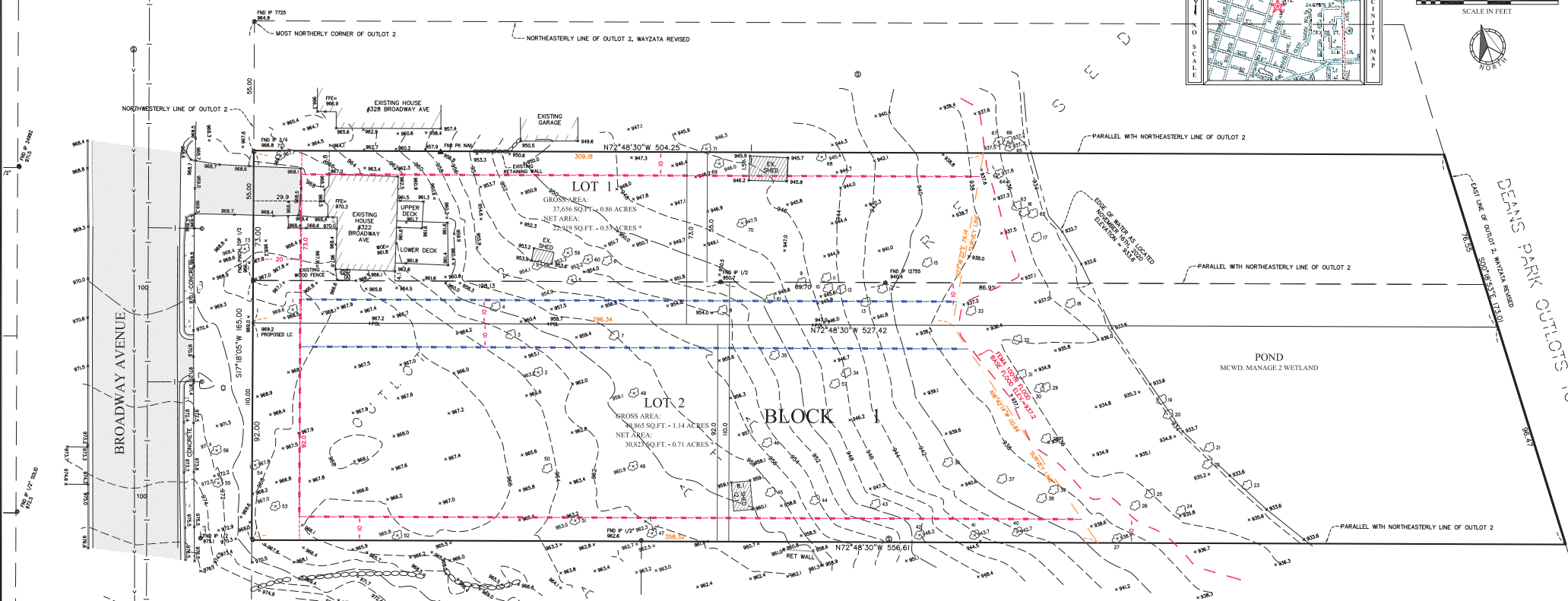
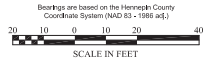
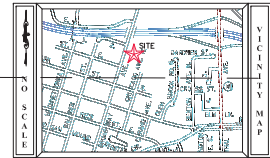
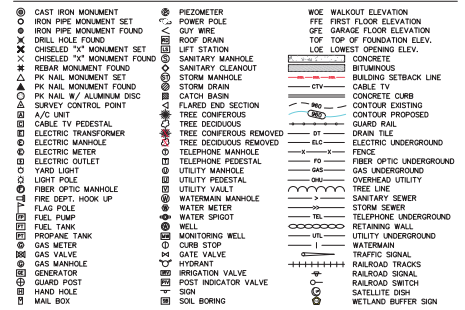
Height: 32 feet
Handover: 35 percent of lot area

Please note that the general restrictions for the subject property may have been amended through a city process. We could be unaware of such amendments if they are not in a recorded document provided to us. We recommend that a zoning letter be obtained from the Zoning Administrator for the current restrictions for this site.

6) **Utilities:** We have shown the location of utilities on the surveyed property by evidence only. There may be underground utilities encumbering the subject property on which we are unaware. Please note that we have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the mapped area, therefore extreme caution must be exercised before any excavation takes place on or near this site. Before digging, you are required by law to notify Gopher State One Call at least 48 hours in advance at 651/454-4002.

Tree #	Species	DBH	Condition	Stems	Heritage	Tree #	Species	DBH	Condition	Stems	Heritage
1	Elm, American	24.0	Good	1	No	37	Cottonwood	18.5	Good	1	No
2	Arctostaphylos	14.0	Good	1	No	38	Ash, green	16.5	Good	2	No
3	Spiraea, Aral.	13.0	Fair	1	No	39	Ash, green	6.0	Good	1	No
4	Ash, green	8.5	Good	1	No	40	Cottonwood	31.0	Good	1	Yes
5	Bowlder	15.5	Good	1	No	41	Maple, sugar	25.0	Fair	1	Yes
6	Maple, sugar	9.5	Good	1	No	42	Maple, sugar	16.0	Fair	1	No
7	Ash, green	6.0	Good	1	No	43	Maple, sugar	18.0	Good	1	No
8	Ash, green	26.0	Fair	1	Yes	44	Maple, sugar	17.0	Fair	1	No
9	Bowlder	15.5	Good	1	No	45	Maple, sugar	27.0	Fair	1	Yes
10	Maple, sugar	12.5	Good	1	No	46	Maple, sugar	16.0	Fair	1	No
11	Cherry, black	11.5	Good	1	No	47	Ash, green	9.0	Good	1	No
12	Bowlder	7.0	Good	1	No	48	Maple, Norway	11.5	Good	1	No
13	Ash, green	12.0	Good	1	No	49	Maple, Norway	11.5	Good	1	No
14	Ash, green	16.5	Good	1	No	50	Maple, sugar	8.0	Good	1	No
15	Bowlder	18.0	Fair	1	No	51	Cherry, black	53.0	Good	4	No
16	Liquid, black	11.5	Good	1	No	52	Maple, Norway	11.5	Fair	1	No
17	Bowlder	15.0	Fair	1	No	53	Bowlder	20.5	Fair	1	No
18	Liquid, black	7.5	Fair	1	No	54	Pine, Scots	7.0	Good	1	No
19	Liquid, black	7.5	Good	1	No	55	Pine, Scots	12.0	Good	1	No
20	Liquid, black	10.0	Good	1	No	56	Pine, Scots	16.0	Good	1	No
21	Liquid, black	30.0	Fair	1	No	57	Cottonwood	58.0	Fair	1	Yes
22	Liquid, black	14.0	Fair	2	No	58	Oak, red	18.5	Good	1	No
23	Liquid, black	9.5	Fair	1	No	59	Elm, American	13.0	Fair	1	No
24	Bowlder	20.0	Good	2	No	60	Ash, green	7.0	Good	1	No
25	Bowlder	20.0	Fair	1	No	61	Bowlder	8.0	Fair	1	No
26	Bowlder	19.0	Fair	2	No	62	Ash, green	10.5	Good	1	No
27	Cottonwood	23.0	Good	1	No	63	Bowlder	16.0	Fair	1	No
28	Maple, sugar	12.0	Fair	1	No	64	Bowlder	15.5	Fair	1	No
29	Bowlder	25.0	Fair	4	No	65	Ash, green	16.0	Good	1	No
30	Bowlder	10.0	Good	1	No	66	Ash, green	16.0	Good	1	No
31	Ash, green	15.0	Good	1	No	67	Bowlder	11.0	Fair	1	No
32	Ash, green	13.5	Good	1	No	68	Maple, sugar	27.0	Good	1	Yes
33	Ash, green	17.0	Good	1	No	69	Fir, balsam	1.5	Fair	1	No
34	Maple, sugar	15.0	Fair	1	No	70	Walnut	23.0	Good	1	No
35	Bowlder	11.0	Fair	1	No	71	Walnut	23.0	Good	1	No
36	Bowlder	14.0	Good	1	No	72	Maple, sugar	10.0	Fair	1	No
						73	Birch, paper	18.5	Fair	2	No

SURVEY LEGEND



FIELD CREW	NO.	BY	DATE	REVISION	USE INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.	I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota. Dated this 28th day of December, 2020. <i>Donald L. Schmidt</i> Donald L. Schmidt, PLS schmidt@sathre.com Minnesota License No. 26147	SATHRE-BERGQUIST, INC. 150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000 WWW.SATHRE.COM	TWP:171-RGE-22-SEC-08 Hennepin County	WAYZATA, MINNESOTA	PRELIMINARY PLAT BLVD PONDS PREPARED FOR: BLVD Development, LLC.	FILE NO. 74535-043 1 1
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BLVD PONDS

C.R. DOC. NO. _____

KNOW ALL PERSONS BY THESE PRESENTS, That BLVD Development LLC, a Minnesota limited liability company, owner of the following described property situated in the State of Minnesota, County of Hennepin, to wit:

That part of Outlot 2, Wayzata Revised described as follows: Beginning at a point on the northwesterly line of said Outlot 2 distant 55 feet southwesterly from the most northerly corner thereof; thence southwesterly along said northwesterly line 55 feet; thence southeasterly parallel with the northeasterly line of said Outlot 2 to the east line thereof; thence north along said east line to its intersection with a line drawn southwesterly from the point of beginning and parallel with the northeasterly line of said Outlot 2; thence northwesterly along said parallel line to the point of beginning, according to the plat thereof on file and of record in the office of the County Recorder, in and for Hennepin County, Minnesota.

And

That part of Outlot 2, Wayzata "revised" Hennepin County, Minnesota, described as follows: Beginning at a point on the Northwesterly line of said Outlot 2 distant 110 feet Southwesterly from the most Northerly corner thereof; thence Southwesterly along said Northwesterly line 110 feet; thence Southeasterly Parallel with the Northeasterly line of said Outlot 2 to the East line thereof; thence North along said East line to its intersection with a line drawn Southeasterly from the point of beginning and parallel with the Northeasterly line of said Outlot 2; thence Northwesterly along said parallel line to the point of beginning, Hennepin County, Minnesota.

Has caused the same to be surveyed and platted as BLVD PONDS and does hereby dedicate to the public for public use the easements for drainage and utility purposes as created by this plat.

In witness whereof said BLVD Development LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 2020.

BLVD Development, LLC

Lori Senum, President

STATE OF MINNESOTA, COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 2020, by Lori Senum, President of BLVD Development, LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public, _____ County, Minnesota _____ My Commission Expires: _____

SURVEYORS CERTIFICATE

I Daniel L. Schmidt do 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 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 correctly set within one year; that all water boundaries and wet lands, as defined by 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 _____, 2020.

Daniel L. Schmidt, Licensed Land Surveyor
Minnesota License No. 26147

STATE OF MINNESOTA, COUNTY OF HENNEPIN

This instrument was acknowledged before me this _____ day of _____, 2020, by Daniel L. Schmidt

Notary Public, Hennepin County, Minnesota _____ Notary Printed Name _____ My Commission Expires: _____

CITY COUNCIL, CITY OF WAYZATA, MINNESOTA

This plat of BLVD PONDS was approved and accepted by the City Council of the City of Wayzata, Minnesota at a regular meeting held this _____ day of _____, 2020, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Wayzata, Minnesota

By: _____ Mayor By: _____ Clerk

RESIDENT AND REAL ESTATE SERVICES
Hennepin County, Minnesota

I hereby certify that taxes payable in _____ and prior years have been paid for land described on this plat, dated this _____ day of _____, 2020.

Mark V. Chapin, County Auditor

By: _____ Deputy

SURVEY DIVISION
Hennepin County, Minnesota

Pursuant to Minnesota Statutes Section 383B.565 (1969), this plat has been approved this _____ day of _____, 2020.

Chris F. Mavis, County Surveyor

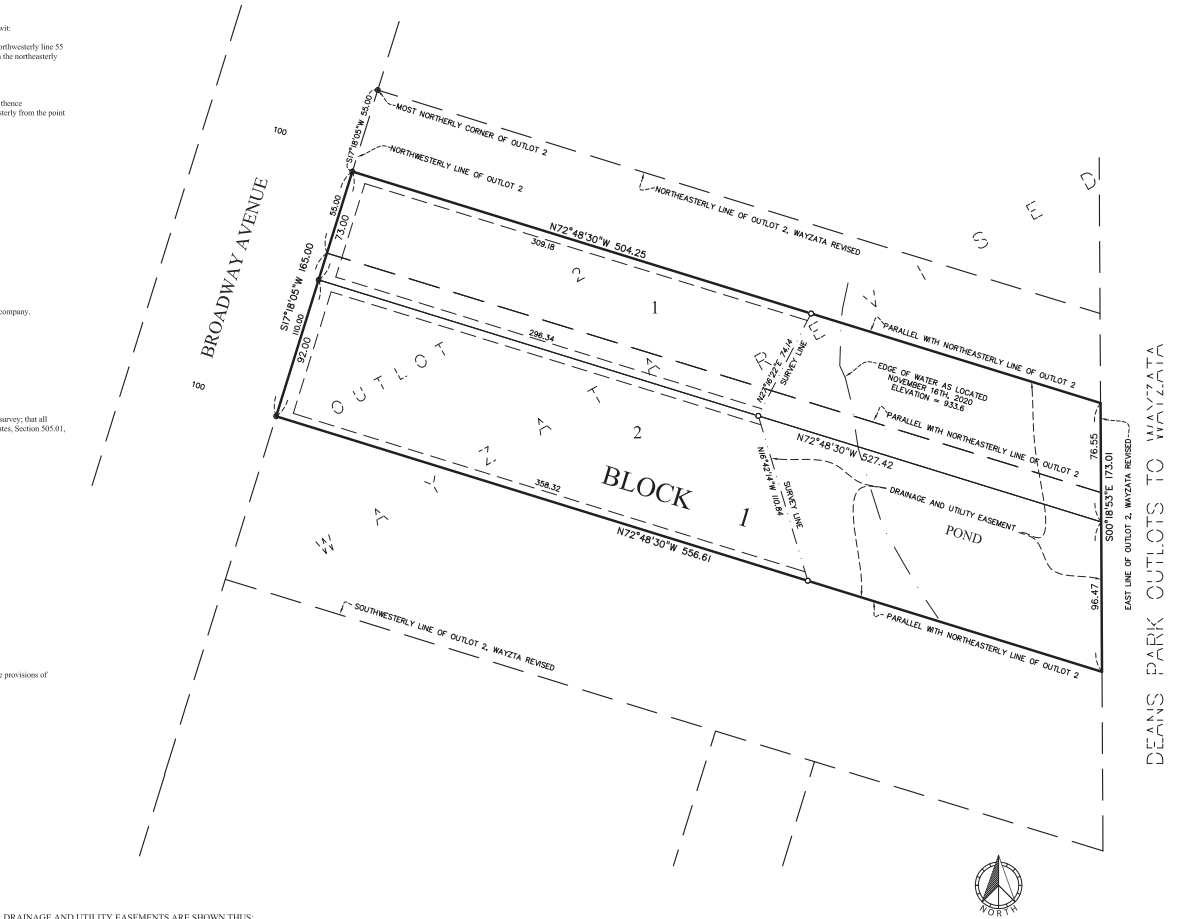
By: _____

COUNTY RECORDER
Hennepin County, Minnesota

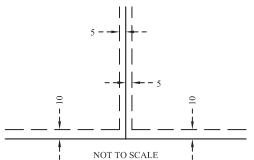
I hereby certify that the within plat of BLVD PONDS was recorded in this office this _____ day of _____, 2020, at _____ o'clock _____ M.

Martin McCormick, County Recorder

By: _____ Deputy



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



Being 5 feet in width and adjoining lot lines, unless otherwise indicated, and 10 feet in width and adjoining right of way lines, unless otherwise indicated, as shown on the plat.

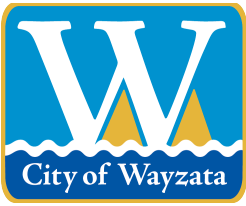
- Denotes a 1/2 inch by 14 inch iron pipe set and marked by License No. 26147.
- Denotes a 1/2 inch pipe found.



The basis for the bearing system is the northwesterly line of Outlot 2, WAYZATA REVISED and is assumed to bear South 17 degrees 18 minutes 05 seconds West.



SATHRE-BERGQUIST, INC.



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 5.b
TITLE: Consider Development Application for a Heritage Preservation Site Designation for the Trappers Cabin at 220 Grove Lane East	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

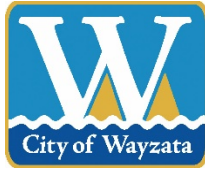
A Heritage Preservation Site Designation application has been submitted for the Trappers Cabin at 220 Grove Lane East. A Heritage Preservation Site Designation is reserved for areas, places, buildings, structures, districts, or objects that have significant historic status. Therefore, the designation of the Trappers Cabin will be considered by the Planning Commission on specific criteria on its historic value and importance.

ACTION REQUESTED:

After considering the items outlined in this report, the Planning Commission should direct staff to prepare a Planning Commission Report and Recommendation, with appropriate findings, reflecting a recommendation on the application for review and adoption at the next Planning Commission meeting.

ATTACHMENTS:

1. Staff Report, Historical Report, and HPB Application



Staff Report
Wayzata Planning Commission
January 25, 2021

Address: 220 Grove Lane East – Trappers Cabin
Requests: Heritage Preservation Site Designation
Property Owner: City of Wayzata
Prepared by: Nick Kieser, Assistant Planner

Background:

One of the seven responsibilities and duties of the Heritage Preservation Board is to survey historically significant sites to advise property owners on ways to preserve, restore and rehabilitate such a site that is found to be historical. The Trappers Cabin has long been a historic symbol for the City of Wayzata and a focus for the Heritage Preservation Board. The Heritage Preservation Board is requesting that this structure be designated as a Heritage Preservation Site in accordance with § 911.04 of Wayzata City Code. This requires a public hearing with Planning Commission and approval by City Council.

Site:

The Trappers Cabin is located at 220 Grove Lane East. This parcel includes the marina, Wayzata Beach, and Shaver Park. The Trappers Cabin is located on the west of this parcel inside the Shaver Park area.



Cabin Information:

The Trappers Cabin is a 12' x 16' building created by tamarack logs. The structure was moved from 423 Bushaway Road to Shaver Park in 2014 once it was owned by the City of Wayzata. The history of the Cabin is not well documented, but it is believed that this Cabin has been in Wayzata since at least the 1880's. The structure could have been in Wayzata as early as the 1850's. Log house construction was a common type of building construction at the very early stages of settlement in Wayzata which could have been the time the Trappers Cabin was built.

The historic findings of the Cabin state that the architecture of a single-pen log cabin is historically significant from the time of pioneer settlement in Wayzata. This type of structure is rare to be still intact since these buildings were not meant to be permanent housing. Much of the historic research was completed by Irene W. Stemmer who was part of the Wayzata Heritage Preservation Board and Historic Society.

The Trappers Cabin now serves as a historic symbol in Shaver Park. The Cabin represents the early pioneer settlements of Wayzata. The City moved the Cabin to its current location to preserve the historic value and to showcase the architecture of the Cabin for the public to see. The Wayzata Heritage Preservation Board has brought this Heritage Preservation Site Designation application forward to help preserve this structure in the future and to signify the historic value that it has in Wayzata.

Analysis:

A task of the Heritage Preservation Board is to provide recommendations for sites that could be designated as a Heritage Preservation Site (HPS). The establishment of a HPS requires at least one of the following:

1. National Register of Historical Places,
2. Preservation Easement, and/or
3. Historical Planning Report.

The attachment provided shows the historical planning report completed for the Trappers Cabin by Robert C. Vogel, a cultural resource management consulting firm.

The effect of a HPS Designation is that the property/structure will receive an identification plaque, the Designation will be recorded with the Hennepin County Recorder, and if specific changes are to be made to the site, a Site Alteration Permit (SAP) will need to be approved by the City Council. This designation would only pertain or encompass the structure itself and not the surrounding areas. So any changes to the structure would need a SAP if applicable, but a SAP would not be needed for any changes to the rest of the site.

A SAP will be needed if any of the following changes are made to the site:

1. Remodel, alter or repair in any manner, including paint color, which will change the exterior appearance of the Heritage Preservation Site
2. New exterior construction
3. Signs
4. Moving of Buildings

5. Demolition in whole or in part. This does not apply to structures required to be demolished in accordance with Minn. Stats. Ch. 463.

Approval of a SAP requires a public hearing with the Planning Commission and the Planning Commission must make a recommendation to the City Council. The main reason for a SAP is to preserve the historical structure and to ensure that no changes will be made that will impair the historical integrity of the structure. This process will allow for more public input and transparency around proposed changes to the historical Trappers Cabin.

Even if the property is sold to a new owner, the SAP requirement will stay with the property. The owner can petition to have the HPS Designation removed for various reasons, but would still need approval from the City Council for removal.

The Depot, a single-family residence at 936 Shady Lane East, and the Section Foreman House are also designated as Heritage Preservation Sites.

Criteria to Consider for Heritage Preservation Site Designation (§ 911.04):

In considering the designation of a Heritage Preservation Site, the following criteria shall apply regarding the proposed site:

1. Its character, interest, or value as part of the development heritage or cultural characteristics of the City of Wayzata or the State of Minnesota;
2. Its location as a site of significant historic event;
3. Its embodiment of distinguishing characteristics of an architectural style, period, form or treatment;
4. Its identification with a person or persons who have significantly contributed to the culture and development of the City of Wayzata or the State of Minnesota;
5. Its identification as work of an architect or master builder whose individual work has influenced the development of the City of Wayzata or the State of Minnesota;
6. Its embodiment of elements of architectural design, detail, materials, or craftsmanship which represent a significant architectural innovation; and
7. Its unique location, natural attributes or singular physical characteristic representing an established and at one time or now familiar visual feature of a neighborhood, a community, the City, a region, or the State of Minnesota.

Staff Recommendation

Staff recommends approval of the request to designate the Trappers Cabin at 220 Grove Lane East as a Heritage Preservation Site, based on the following findings:

1. The Trappers Cabin embodies the historic architectural significance of the early Pioneer settlers.
2. The Cabin provides a physical feature that showcases the historic development and cultural characteristics of Wayzata.
3. The Cabin is now a familiar visual feature of Shaver Park in Wayzata.

Action Steps:

After considering the information and staff recommendation outlined in this report, the Planning Commission should direct staff to prepare a Planning Commission Report and Recommendation, with appropriate findings, reflecting a recommendation on the application for review and adoption at the next Planning Commission meeting.

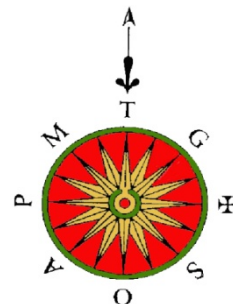
Attachments:

2020 Historic Significance Report – Pathfinder CRM, LLC

Pathfinder CRM, LLC

Cultural Resource Management & Heritage Preservation Consultants

PO Box 503
Spring Grove, Minnesota 55974-0503
507-498-3810
www.pathfindercrm.com



MEMORANDUM REPORT

TO: Wayzata Heritage Preservation Board
FROM: Robert C. Vogel
DATE: 20 November 2020
TITLE: Intensive Survey and Evaluation of Historic Significance
Trapper's Cabin, Shaver Park
Wayzata, MN

The Wayzata Heritage Preservation Board hired Pathfinder CRM, LLC, a cultural resource management consulting firm based in Spring Grove, MN, to conduct an intensive survey of the Trapper's Cabin. The purpose of the project was to document the historic resource and evaluate its historic significance in terms of its eligibility for designation as a heritage preservation site. The survey was carried out during October and November 2020 under the direction of Robert C. Vogel, a professional historian and architectural historian with over forty years' experience in historic preservation. Consultant tasks included inspection of the subject property, review of the relevant documentary sources, and presentation of the survey results. The survey report is organized in four sections: Background Information, Description of Existing Conditions, Evaluation of Historic Significance, and Recommendations. Bibliographic references are handled in the text and endnotes.

BACKGROUND INFORMATION

The subject property is a one-story log building situated in Shaver Park. The historic structure was originally located on private property at 423 Bushaway Road. In 2012 it was donated to the City of Wayzata and in 2014 it was relocated to Shaver Park, where it was rehabilitated for heritage interpretation purposes. Architecturally, the building is classified as an example of the single-pen, round-log folk house type. Preservation site boundaries encompass the log building and a small area of adjacent parkland. The park itself is not considered a heritage preservation resource.

At the present time there appears to be significant community interest in the Trapper's Cabin as an artifact associated with Wayzata history. Local historians have apparently been aware of the property's existence for some time and scattered references to it appear in their books and articles. However, the prime mover behind the effort to preserve it as an historic site was Irene W. Stemmer,

a local history enthusiast with a special interest in the history of the Bushaway Road neighborhood. Stemmer and the Wayzata Historical Society assuredly deserve the lion's share of the credit for "saving" the log building.

Purportedly dating from the mid-19th century, the Trapper's Cabin is one of a small handful of log buildings in the Twin Cities metropolitan area that have been preserved. Although important aspects of its physical history remain shrouded in mystery, Wayzata residents and visitors appear to have embraced the building as an authentic relic of the pioneer era. The Wayzata Heritage Preservation Board is considering nominating the Trapper's Cabin for designation as a Wayzata Heritage Preservation Site, pursuant to the city's preservation ordinance. The present report is expected to inform that process.

DESCRIPTION OF EXISTING CONDITIONS

The Trapper's Cabin is a one-story log building constructed of tamarack logs. The building has a rectangular, single-pen plan which measures approximately 12 by 16 feet. It is covered by a gable roof which is oriented parallel to the building's long axis. The walls are made of peeled (debarked) logs laid horizontally and saddle-notched at the corners, enclosing a one-room pen or crib which provides approximately 180 square feet of floor space. The interior walls are unfinished. The exterior wall cladding in the gable ends consists of vertical board-and-batten siding made of milled one-inch pine lumber. The roof, which is not original construction, is covered with machine-cut cedar shingles over felt underlayment. The center of the long side wall has been pierced for the entrance, which is covered by a simple wood panel door framed by thick wooden planks nailed into the logs. There is a fixed window in each gable-end, covered with lightweight acrylic glass set in a simple wooden frame. The entire structure rests upon a reinforced concrete slab slightly larger than the building footprint. The building site occupies a low hillock or knoll near the center of the park, adjacent to the trailhead for the Dakota Rail Regional Trail, affording a spectacular view of Wayzata Bay (the eastern arm of Lake Minnetonka). There are no other buildings in the park, which is covered by greensward interspersed with mature hardwood trees. Surrounding land use is predominantly medium-density commercial buildings and off-street parking. The historic structure underwent repairs and stabilization in 2014-16 and appears to be structurally sound and in a good overall state of preservation.

The primary historic character defining architectural feature of the property is its log construction. As noted above, the load-bearing walls are made of untreated round logs made from the trunks of tamarack trees, stacked horizontally and saddle-notched at the corners to form a solid crib of interlocking timbers. The logs vary in thickness from seven to nine inches and there is abundant visual evidence of weathering, warping and cracking. Three deteriorated logs were reportedly replaced in-kind when the structure was renovated. Most of the original logs appear to have been taken from the bole of the tree (i.e., the portion of the trunk between the ground and first branches); however, the presence of numerous knots and branch stubs on several of the logs show they were taken from the crown. The bottom logs on the long walls, which form the sill plates, are thicker than the others and their upper and lower surfaces have been hewed (flattened) to provide additional stability for the load-bearing walls. No evidence of traditional "chinking" material (stones, sticks, clay, moss or animal hair) was found in the interstices between the logs, although some of the gaps have been daubed with sealant or mortar caulk in an attempt to make them

watertight. The largest gaps have been covered with narrow strips of softwood that have been fastened to the tamarack logs with galvanized round wire nails. Close inspection of the exposed log surfaces revealed no distinctive “juggle marks” which would indicate the logs were shaped using a broadax or adze, the tools traditionally used in log building (and a useful clue to help determine a log structure’s age). The window and door openings appear to have been cut with a crosscut saw.

In terms of design and materials, the Trapper’s Cabin appears not to have undergone any major alterations since it was originally constructed. The only changes in its appearance have been reconstruction of the roof, windows, and door, and the addition of a concrete slab foundation. These repairs have had a positive effect on the physical condition of the building and made conservation of the log walls possible. While the cabin’s physical surroundings were unavoidably changed when it was moved, the new site provides a compatible setting for rehabilitation and adaptive use. The downtown lakefront setting does not detract from the building’s historic character.

Except for some vintage photographs, the oldest of which is believed to have been taken circa 1889, there are no records of the cabin’s as-built appearance. No first-hand 19th century written descriptions of the property are known to exist.

EVALUATION OF HISTORIC SIGNIFICANCE

For the Trapper’s Cabin to qualify for designation as a Wayzata Heritage Preservation Site it would need to be shown to meet the eligibility criteria stated in the city’s preservation ordinance. These criteria are essentially the same as those of the National Register of Historic Places, although the local designation program provides more flexibility—for example, the city’s preservation ordinance does not discourage registration of structures that have been moved from their original locations. In addition to meeting at least one of the site eligibility criteria, the Trapper’s Cabin would also have to retain historic integrity of those physical features necessary to convey its historic significance (i.e., its heritage preservation value). Assessment of historic integrity is primarily a matter of authenticating the subject property’s essential physical features. There is no “sliding scale” for evaluating preservation value—a heritage resource either meets the eligibility criteria for historic significance and integrity or it does not.

The origins of the Trapper’s Cabin are shrouded in mystery and as a consequence its construction history is not well documented. Wayzata historian Irene Stemmer has theorized the building was constructed in the 1850s, citing local narrative histories and the recollections of long-time Wayzata area residents who claimed personal knowledge of the property.¹ Other local writers have suggested alternative year-built dates but offer little or no supporting historical evidence. The authors of the cultural resource management studies undertaken as part of the Bushaway Road and Locust Hill Estate projects appear to have accepted Stemmer’s findings at face value. However, it is worth noting that neither of the consultant teams chose to provide a professional opinion of the cabin’s potential eligibility for nomination to the National Register of Historic Places, although the structure was clearly over fifty years old and located within the area of potential effects of the projects they were working on.²

Contextually, Stemmer and the other local historians have consistently viewed the Trapper's Cabin as a relic of the early settlement period in Wayzata area history. The following dates provide the basic framework for their interpretation of the facts bearing on the property's historic value:

- 1852 Beginning of permanent Euro-American settlement in the Lake Minnetonka area
- 1855 Platting of Wayzata townsite by O. E. Garrison
- 1858 Establishment of the public highway between Shakopee and Dayton (modern-day CSAH 101/Bushaway Road)
- 1889 Date of construction of the first Thomas F. Andrews residence at 324 Bushaway Road

Within this narrow framework, they have concluded that the history of the Trapper's Cabin is entwined with that of the Andrews/Field property at 324 Bushaway Road. While Stemmer did creditable work reconstructing the ownership history and the sequence of home building on this parcel, her research shed no light on the origins of the trapper's cabin, beyond the fact that it existed on the grounds of the property where Thomas F. Andrews built his summer house in 1869. Successor residences were built on the same lot in 1889 and 1937 and the log structure is shown in early photographs of the property. Stemmer's own personal connection with the property dates from 1945, when she rented the "trapper's cabin" from John Andrews Field, Thomas Andrew's grandson.

Most local historians have focused their attention on a French Canadian pioneer named Bourgeois as the most likely candidate for being the log cabin's builder. Their theory is based on extrapolation of the information presented on page 238 of the *History of Hennepin County and the City of Minneapolis*, a popular subscription work published in 1881.³ This source states that the first settlement on Wayzata Bay was made in the year 1852 by John Bourgeois and a companion named McGalpin, who erected a "shanty" on the peninsula between Wayzata Bay and Gray's Bay on the site which later became known as "Bourgeois' Mound." Bourgeois remained there until the spring of 1853, when he and his family moved to a farm in Minnetonka township; he was purportedly the first blacksmith west of Minneapolis.⁴

A native of eastern Canada, Jean-Baptiste Bourgeois was born in 1823 in the community of Saint-Denis-sur-Richelieu in southwestern Quebec. Orphaned at a young age (his parents may have perished during the rebellion of 1837), he and his siblings were adopted by a local blacksmith named Joseph Charpentier, whose family immigrated to Minnesota Territory around 1851 and settled near what is now Corcoran. The movements of the Bourgeois brothers during this period are not well documented--the earliest printed reference to them is a notice headlined "French Letters" that appeared in the 3 July 1851 edition of *The Minnesota Pioneer*, announcing the Saint Paul post office was holding letters addressed to Pierre and Jean Bourgeois. Secondary sources place Bourgeois in the Lake Minnetonka area as early as 1852-53 and by the 1870s he and his family were living on a farm in rural Dayton Township, about twenty-five miles north of Wayzata, where there was an established community of French Canadians. According to the state census taken in 1885, Bourgeois, his wife Anne-Marie Rouillard (a native of the Province of Quebec) and their ten children (born between 1860 and 1885) were residents of the village of Dayton, where J. B. Bourgeois died in 1908 at the age of 85.⁵

No other specific information has come to light regarding the Trapper's Cabin, its association with J. B. Bourgeois, or the history of its construction and use. Its connection to the Andrews family is not particularly well documented, although Stemmer's narrative suggests there could be pertinent information preserved in private papers and family records. While deed records clearly establish a continuous chain of title from 1855 down to the present day, no reference has been found to indicate the presence of an old structure on the property at the time it was acquired by Thomas Andrews.

Historic Context: Log Buildings in the Lake Minnetonka Area

Notwithstanding the dearth of primary source documentation directly related to the Trapper's Cabin, the historical record is replete with references to other log houses, cabins and shanties erected in the Lake Minnetonka area by early settlers. Hennepin County was opened to unrestricted Euro-American settlement when native sovereignty was extinguished by the Treaty of Traverse des Sioux, which was signed on 23 July 1851 and ratified by the United States Senate on 26 July 1852. A handful of squatters made claims on the lands bordering Lake Minnetonka as early as 1852-53, before the public land survey was completed and the public domain was available for purchase. The influx of population was rapid after 1855 and the area was fully settled, though for the most part still under-developed, by the time the railroad reached Wayzata village in 1867. Land use in what is now the city of Wayzata remained predominantly rural until the 1880s.⁶

After the pioneer selected the site upon which he intended to settle, his next critical task was to erect some kind of subsistence shelter. Under frontier conditions, housing expectations were usually low and most newcomers opted to construct a small, temporary habitation, using simple tools and locally available materials. Settlers in forested regions usually (though not always) turned to log construction because it was the quickest and most economical solution to their housing problem. Although log dwellings were built by indigenous people thousands of years before the appearance of the first European colonists, the traditional American "log cabin" building form is believed to have crossed the Atlantic during the early part of the 17th century, when colonists settling along the Delaware River started building log dwellings based on Old World folk house principles.⁷ By the time Minnesota was settled over two centuries later, three distinctive log dwelling forms had evolved: the single-pen (one-room), the double pen or "saddlebag" (two connected one-room units), and the two-pens-and-a-passage or "dogtrot" (with countless regional and local variations). Individual settlers brought basic house forms and construction techniques with them to Minnesota and this "cultural baggage" inevitably helped shape the built environment in the newly settled areas.⁸

The literature composed in Minnesota during the settlement period is peppered with references to *log cabins*, *log houses* and *shanties*. Sometimes these terms were used indiscriminately to describe just about any kind of rustic shelter made of tree trunks, but more often than not, they had specific meanings which were understood by their intended audience. For example, from colonial times until the end of the 19th century, native born Americans commonly distinguished cabins from houses based on the quality of the dwelling (rather than materials, form or function); hence, the temporary buildings of the first settlers were often referred to as cabins, while more substantial log dwellings tended to be recognized as houses if they incorporated such amenities as fireplaces and masonry chimneys, window glass, puncheon floors, porches and upper-level lofts. 19th century

Midwesterners also made a point of differentiating between “log cabins” built of round logs and “log houses” built of hewn logs (i.e., logs flattened on two sides before raising)—thus, when a dwelling was described as “a snug log house” it would have been understood to mean a house built with hewn logs with the interstices properly chinked to make them weather-tight. In the Upper Mississippi Valley it was also common describe a small, crudely constructed log cabin as a “shanty” (repurposed from *chantier*, the French Canadian term for “logging camp”), particularly if built for the purpose of staking claim to a piece of land.

Regardless of whether they were erecting a log cabin or a log house, early settlers in the Wayzata area undoubtedly used whatever timber was readily available to them. While the smallest, crudest type of log dwelling could be constructed of just about any species, oak logs seem to have been the preferred material for building hewn log houses, though basswood, elm, aspen and cottonwood were acceptable alternatives. In areas covered by coniferous forest, various native species of pine and spruce were used for cabin building. Tamarack, also known as eastern larch, was well known to early Minnesota settlers and was an important component of the native plant communities around Lake Minnetonka.⁹ Buildings constructed of tamarack logs are frequently mentioned in travelers’ accounts, newspaper stories and the reminiscences of old settlers. It is not difficult to understand why this species was so widely used for building construction—tamarack was locally abundant, durable and easily worked, but most importantly, the naturally straight trunk made it ideal for log construction.¹⁰ There is no reason to suspect the logs used to build the Trapper’s Cabin were not procured from the immediate vicinity of the original construction site. Extensive stands of tamarack grew naturally in the wetlands around Wayzata Bay and would have provided an abundant, readily exploitable source of logs suitable for cabin building.¹¹

Single-pen log dwellings (both round-log cabins and hewn-log houses) probably comprised the majority of the pioneer housing stock built around Lake Minnetonka during the 1850s. Unfortunately (for preservationists), these buildings were not meant to be permanent and tended to rapidly fall into a state of disrepair due to the destructive effects of weather and structure fires. Most of these rough and ready structures were occupied for only a few years and then either torn down or converted to other uses after their owners moved into their new frame or masonry houses. Very few (if any) appear to have survived to the 20th century, though in rare cases the old log structures ended up enclosed within later additions.

Statement of Historic Significance

The primary historic significance of the Trapper’s Cabin is the product of its association with the single-pen log cabin folk house type and the dissemination of log construction methods in Minnesota. It is a rare, well preserved specimen of the property type, which is under-represented in heritage resource inventories--very few of the log buildings constructed during the 19th century have survived and most of the preserved specimens have been substantially altered or reconstructed. Therefore, it meets the relevant eligibility criteria for designation as a Wayzata Heritage Preservation Site.

Evaluated from the perspective of local history, the subject property relates to the broad theme of early settlement and development of the Wayzata community, but lacks well documented links to specific historical events. The actual date of construction is unknown and the purported

association with Jean Baptiste Bourgeois is conjectural; therefore it is impossible to make a finding of significance based on association with a specific historic event.

Finally, the property may be significant for its association with Irene W. Stemmer (1926-2019), an important local historian and a prominent member of Wayzata's preservation community who played a pivotal role in saving the Trapper's Cabin. More research is necessary to develop an appropriate historic context.

Although its historic integrity has been compromised somewhat as a result of being moved from its original location, the current site has compatible surroundings and will assure future conservation. Otherwise, the cabin retains sufficient historic integrity of design and materials to convey its architectural significance. Integrity of association is somewhat problematic due to the lack of direct, well documented links between the historic building and important historic event or person.

RECOMMENDATIONS

The principle findings of the present study are as follows:

1. The Trapper's Cabin meets the minimum requirements for designation as a Wayzata Heritage Preservation Site by being a rare, well preserved example of the single-pen log cabin folk house type.
2. The property may also be historically significant for its association with Irene Stemmer.

The integrity issues relating to association (date of construction, identity of the original builder) discussed above should be addressed through additional research. This research should focus on identifying primary sources relating to the physical history of the historic property and its linkage to important events in Wayzata history. The types of archival sources to be consulted include, but are not limited to: back issues of local newspapers, private papers and family records, photographs, land survey plats and related records, property tax rolls, deeds, wills and highway construction records. Primary archival information relevant to the career of Irene Stemmer should also be collected and analyzed.

Regarding the problem of accurately determining the date the Trapper's Cabin was actually built, it is recommended that the Wayzata Heritage Preservation Board consider sponsoring dendrochronological investigation of the cabin logs. Dendrochronology (tree-ring dating) involves the study of the concentric growth rings in trees to determine when a piece of timber was cut down, so that the age of old wooden structures may be accurately determined. The development of tree-ring chronologies for old growth tree species in North America has been ongoing for many years and this dating technique has only recently been successfully applied to "log cabin archaeology" in the Upper Midwest. The process would involve extracting a core sample from one of the cabin logs (using what foresters call an "increment borer") and carefully analyzing it in a laboratory. (One such laboratory exists at the University of Minnesota.) By comparing the growth rings in the core sample with established tree-ring chronologies for tamarack, it should be possible to accurately determine when the tree was felled. Assuming there

is a reliable tree-ring chronology for tamarack trees from Minnesota, dendrochronological dating would be feasible—but also expensive.

¹ Irene Stemmer, *The Trapper's Cabin of Wayzata: A Journey in Preservation* (Wayzata Historical Society, 2015).

² See Stemmer, “History of Bushaway Road and Its Neighborhood 1858-2008” (September 2009), originally issued on 27 May 2009 under the title, “Preliminary History of the Bushaway Neighborhood, 1858-2009”; and the consultant reports, “Evaluation of National Register of Historic Places Eligibility: Bushaway Road Historic District,” prepared by Mead & Hunt for the Bushaway Preservation Fund (August 2008) and *Phases I and II Architectural History Evaluation of the Locust Hills Estate, Wayzata, Hennepin County, Minnesota*, prepared by Summit Envirosolutions, Inc. for Locust Hills Development, LLC (January 2009). These reports focus on residential properties along Bushaway Road but do not address the historic preservation potential of the Trapper's Cabin in any detail.

³ Published in 1881, this work is one of several local history chronicles compiled by George E. Warner and Charles M. Foote, two Minneapolis-based entrepreneurs who specialized in publishing county histories, atlases and plat books. The well-known historian Rev. Edward Duffield Neill is sometimes incorrectly identified as the principal author; his contribution was limited to the essay titled the “Explorers and Pioneers of Minnesota” that was reprinted in all of Warner and Foote's Minnesota county histories. The local history material was assembled by anonymous canvassers (employed by the publisher) who conducted the actual research and sold subscriptions; the subscriber/patrons were the subjects of the biographical sketches. The Bourgeois story is repeated, more or less verbatim, in the county histories produced by Isaac Atwater and J. H. Stevens in 1893 and 1895, and this material was recycled by 20th century writers.

⁴ In 1956, the portion of County Road 101 within the Wayzata city limits was renamed Bushaway Road, ostensibly in honor of pioneer John Bourgeoisie (“bushaway” being the phonetic version of bourgeoisie), although it should be noted that Bushaway was also the name Paul Andros Brooks bestowed on his Wayzata estate in the 1920s, as recorded in the society pages of the *Minneapolis Tribune*. *Bourgeois*, the feminine noun meaning “middle class” in standard French, has an interesting etymology: in medieval times the same word was used to denote the inhabitants of a market town who lived under the shadow of a castle but in 18th century Canada, bourgeois morphed into a colloquialism indicating the partner in a fur trade company who was placed in charge of a trading post. Anglicized, the word entered American English during the 1800s as *bushwa* (sometimes *bushwah*), slang term for “hot air” or “nonsense”.

⁵ Historical data on Bourgeois was obtained from state census records, newspaper databases and genealogical information posted on the Internet.

⁶ The standard references for Wayzata area history are Thelma Jones, *Once Upon a Lake: A History of Lake Minnetonka and Its People* (Minneapolis: Ross & Haines, 1957); Ellen Wilson Meyer, *Happenings Around Wayzata: The First Hundred Years, 1853-1953* (Excelsior: Tonka Printing, 1980); and Wayzata Centennial Book Committee, *The Story of Wayzata: An Informal History of*

the Community from the Platting of the Settlement in the “Big Woods” to the Celebration of its Centennial, 1854-1953 (Wayzata, 1954). A good deal of useful material is also found in the chronicles of Minnetonka Township history presented in George E. Warner and Charles M. Foote, comps., *History of Hennepin County and the City of Minneapolis* (Minneapolis: North Star Pub. Co., 1881) and Isaac Atwater, ed., *History of Minneapolis...and Hennepin County* (New York: Munsell, 1895), which incorporates material collected and edited by John H. Stevens. The historic context for the early settlement period in Wayzata is discussed in *Historical and Architectural Resources of Wayzata, Minnesota* (Heritage Preservation Board, March 2002), which includes a narrative statement titled “Early Settlement and Townsite Development, 1854-1875” on pp. 8-11.

⁷ Built in 1638 and listed in the National Register of Historic Places, the Northangle Cabin in New Jersey is believed to be the oldest standing log house in the United States.

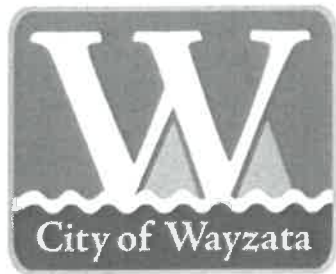
⁸ For background information on log building types and construction methods, see Henry Glassie, *Pattern in the Material Folk Culture in the Eastern United States* (Philadelphia: University of Pennsylvania Press, 1968); Terry G. Jordan, *American Log Buildings: An Old World Heritage* (Chapel Hill: University of North Carolina Press, 1985); and C. A. Weslager, *The Log House in America: From Pioneer Days to the Present* (New Brunswick, NJ: Rutgers University Press, 1969). For a more Midwestern perspective the best studies are Donald A. Hutslar, *The Architecture of Migration: Log Construction in the Ohio Country, 1750-1850* (Athens: Ohio University Press, 1986) and Richard W. E. Perrin, *Historic Wisconsin Buildings: A Survey in Pioneer Architecture, 1835-1870*, 2nd ed., Milwaukee Public Museum Publication No. 4 (Milwaukee, 1981).

⁹ The only deciduous conifer native to Minnesota, *Larix laricina* is common throughout much of Canada and the northeastern United States. It is medium-sized tree which grows to a height of 40-70 feet, with a straight, slender trunk 14-20 inches in diameter at breast height, and a narrow, pyramidal crown. It is easily identifiable by its needle-like leaves, which are light green in color, but turn yellow in the fall. Tamarack is most often found in lowland areas on poorly drained soils around lakes and swamps, where it is often intermixed with hardwood trees. The tamarack’s fine-textured wood is heavy, hard, rot resistant and somewhat oily (its turpentine was used by indigenous peoples to treat various medical conditions). It was historically used for framing lumber in building construction and during the late 19th century millions of board feet were harvested commercially for railroad ties, telegraph poles, fence posts and wood pulp. It is no longer considered a major commercial timber species in the Great Lakes region.

¹⁰ Milled dimension lumber would have been available locally by the early 1850s, by which time there were several sawmills operating at St. Anthony Falls; a sawmill was running at Minnetonka Mills by 1853 and Garrison’s steam sawmill at Wayzata opened for business in 1855. Nevertheless, the cost of procuring supplies of pine lumber would have made using locally available timber an attractive alternative.

¹¹ The report on Hennepin County produced as part of the first statewide geological and natural history survey (based on fieldwork done by the state geologist in 1875) lists tamarack as a common tree species; N. H. Winchell, “Geology of Hennepin County,” in *Geological and Natural History Survey of Minnesota, Annual Report for the Year 1876* (St. Paul: Pioneer Press Co., 1876). According to the most recent biological survey, approximately 320 acres of tamarack forest remain

in Hennepin County and tamarack bogs have been preserved as parts of nature preserves in the cities of Minnetonka, Dayton, Corcoran, Medina and Minneapolis. Throughout North America, the species is experiencing a massive die-off caused by an infestation of eastern larch beetles (a secondary effect of climate change).



Application for Designation as Heritage Preservation Site in accordance with city code, PART IX – ZONING, Chapter 911.

Date Filed: January 14 2021

Property Owner: City of Wayzata

Address: 600 Rice St E

Applicant (if different than owner) Heritage Preservation Board

Address (if different than owner): 600 Rice St E

Responsible contact person: Dan Gustafson

Telephone: 9524731000 Fax: _____ E-Mail _____

Address of Property Involved: 220 Grove Lane E

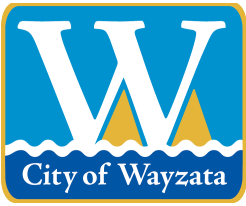
Legal Description: Lot 35 and that part of Lot 26 lying Wly of a line running from the SW corner of tract D RLS 9SP to NE cor of tract A said survey all (lengthy - legal to govern)

Property Identification Number: 0611722320007

Type of Property: ☒ Building - Trappers Cabin
☐ Site
☐ Other: (Specify) _____

Is applicant giving the City a Preservation Easement to provide the highest possible legal protection? Yes No

(If yes, please attach a signed Preservation Easement.)



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 6.a
TITLE: Review of Development Activities	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

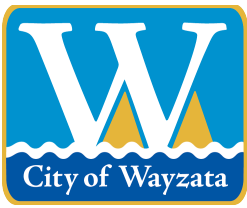
Staff will give a verbal update at the meeting.

ACTION REQUESTED:

N/A

ATTACHMENTS:

None



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 6.b
TITLE: Planning Commissioner Liaison Schedule and City Meeting Calendar	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

Chair Douglas is scheduled for the February 2, 2021 City Council meeting. The Liaison Schedule and 2021 City Meeting Calendar are attached.

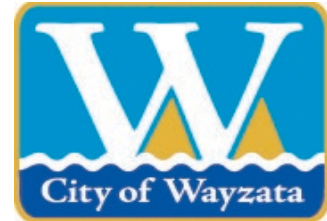
ACTION REQUESTED:

N/A

ATTACHMENTS:

1. 2021 Wayzata Calendar
2. Planning Commission Assignments at Council Meetings 2021

City of Wayzata 2021 Meeting Calendar



January 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
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31						

February 2021						
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28						

March 2021						
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April 2021						
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May 2021						
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June 2021						
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July 2021						
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August 2021						
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29	30	31				

September 2021						
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October 2021						
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31						

November 2021						
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December 2021						
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26	27	28	29	30	31	

- Energy & Environment Committee - 5:00 PM
- Planning Commission - 6:30 PM
- City Council - 7:00 PM
- Wayzata School Board
- Lake Minnetonka Conservation District (LMCD)
- Heritage Preservation Board (HPB) - 5:00 PM
- Housing & Redevelopment Authority (HRA) - 7:30 AM
- Parks & Trails Board - 6:00 PM
- Charter Commission - 9:00 AM
- Elections (see below)
- Night to Unite

Meeting dates and times are subject to change. Dates can be confirmed by calling City Hall.

Holiday Observed
City Offices Closed

Precinct Caucuses -

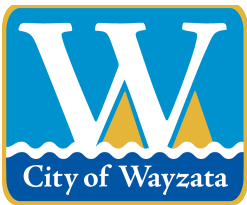
Primary Election -

General Election - School Board Election

2021
Planning Commission assignments at Council meetings

<u>Meeting Date</u>		<u>Commission Representative</u>
Tuesday	January 5, 2020	Christine Plantan
Tuesday	January 19, 2020	Jeff Parkhill
Tuesday	February 2, 2020	Peggy Douglas
Tuesday	February 16, 2020	Gregory Flannigan
Tuesday	March 2, 2020	Larissa Stockton
Tuesday	March 16, 2020	Laura Merriam
Tuesday	April 6, 2020	Lindsay Bashioum
Tuesday	April 20, 2020	Christine Plantan
Tuesday	May 4, 2020	Jeff Parkhill
Tuesday	May 18, 2020	Peggy Douglas
Tuesday	June 1, 2020	Gregory Flannigan
Tuesday	June 15, 2020	Larissa Stockton
Tuesday	July 6, 2020	Laura Merriam
Tuesday	July 20, 2020	Lindsay Bashioum
Tuesday	August 10, 2020	Christine Plantan
Tuesday	August 24, 2020	Jeff Parkhill
Tuesday	September 7, 2020	Peggy Douglas
Tuesday	September 21, 2020	Gregory Flannigan
Tuesday	October 5, 2020	Larissa Stockton
Tuesday	October 19, 2020	Laura Merriam
Wednesday	November 3, 2020	Lindsay Bashioum
Tuesday	November 16, 2020	Christine Plantan
Tuesday	December 7, 2020	Jeff Parkhill
Tuesday	December 21, 2020	Peggy Douglas

Last Updated: December 30, 2020



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 25, 2021	AGENDA ITEM: 6.c
TITLE: Election of Officers of Planning Commission for 2021 Calendar Year	
PREPARED BY: Emily Goellner, Community Development Director	
REVIEWED BY:	
60 DAY DEADLINE:	

BACKGROUND:

The Chair and Vice Chair are the elected officers of the Planning Commission. Article V of the Planning Commission Bylaws requires that officers will be elected by Planning Commission members at the first regular meeting in January of each year. The terms of office for the Chair and Vice Chair will be for one (1) year and no member will hold an office for more than three (3) consecutive years. Candidates for office receiving a majority vote of the Planning Commission will be elected.

ACTION REQUESTED:

Chair Christine Plantan and Vice Chair Jeffrey Parkhill will not be present at the meeting, but they are interested in continuing in these roles for the 2021 calendar year. After any discussion, a Commissioner may make a motion to elect a member to a each position.

ATTACHMENTS:

None