

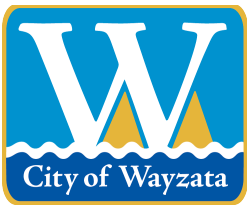
**Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
TUESDAY, MARCH 2, 2021**

[Click HERE to join the Zoom meeting.](#)

Pursuant to Minnesota Statute Sec. 13D.015, and the Executive Orders and Emergency Declarations related to the COVID19 pandemic, this City Council Workshop 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 953 6298 1776, Passcode 675007.

WORKSHOP TOPICS FOR DISCUSSION:

1. Update of Zoning Study (5:00-5:30 p.m.)
2. Discussion of Draft Panoway Naming and Dedication Design Guide (5:30-6:00 p.m.)
3. Presentation of Emergency Management Operations (6:00-6:30 p.m.)



City Council Workshop City Council Agenda Report

MEETING DATE: March 2, 2021	WORKSHOP AGENDA ITEM: 1
TITLE: Update of Zoning Study (5:00-5:30 p.m.)	
PREPARED BY: Emily Goellner, Community Development Director, Nick Kieser, Assistant Planner	
REVIEWED BY: Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To update and to provide feedback on the Zoning Study, the work of the Zoning Study Task Force, prioritization of future zoning-related items for review, and continuation of the Task Force, on a quarterly basis, through 2020.

BACKGROUND:

The Zoning Study Task Force started meeting monthly in September 2020 to review and discuss updates to the Zoning Code. The most important goal of this work is to align the Zoning Code with the 2040 Comprehensive Plan. The next most important goal is to fix issues that affect staff's success in administering the Code. This includes inconsistencies, missing information, and outdated text. In September, the Task Force was asked to review the following topics by June 2021. A status update is provided below for each topic.

- **Design Standards:** The City hired consultant Van Meter Williams Pollack through a competitive RFP, conducted a survey that collected approximately 300 responses, and the Task Force has reached a general preliminary consensus on changes that will better address the Comp Plan's call for charm and small town character as well as update exterior material of rooftop standards. Next Steps: The Task Force will review a final package of recommendations at their March 8 meeting. The Planning Commission will review the material at a special Commission workshop on March 15 and hold a public hearing on the code updates on April 5. Based on how the discussion goes, the Council could be ready to review this work as early as May 4.
- **Commercial and Residential Zoning District Standards:** The City is working with WSB to make both major and minor changes to every Commercial District. Major changes are related to height, land uses, and density. Minor changes are related to outdated text, inconsistencies between districts, and missing regulations in some districts.
- **Tree Preservation Ordinance:** Planning and Public Works staff will work together in March to put together a more detailed schedule and scope for this work. The first step is to review the current regulations, review the previous updates adopted by City Council, hire an arborist, get input from the public, and review the changes needed in light newly discovered Emerald Ash Borer in the City. Staff expects that this work can be reviewed by the Task Force at their meeting in May. Then the Energy & Environment Committee will review over the summer. The changes will also be reviewed by the Planning Commission before a final review by City Council.
- **Planned Unit Developments:** A preliminary list of potential updates has been compiled by the City Attorney and planning staff, but there is a lot of work left to do on this section of Code. It will not be possible to complete this work until the Commercial and Residential District updates are complete, which will be several months from now. The Task Force could meet again in the future to review this work when it is further developed.

The following topics have always been anticipated as part of the Zoning Study, but were not originally intended for review by the Task Force due to time constraints and a priority for the topics listed above. Staff recommends that the Council request that the Task Force be asked to continue to meet quarterly for the remainder of 2021 and 2022 to review this work if they are willing. This work will also be reviewed by the

Energy & Environment Committee as well as the Planning Commission and City Council.

- Renewable Energy: This was originally on the list, but as a lower priority. However, the Task Force has repeatedly noted the high importance of this topic in relation to Design Standards. Staff is prepared to begin researching and writing solar and wind energy standards related to placement, size, height, etc. later in the year in the hopes that the Task Force can reconvene for a meeting this fall to review the ideas. Then the Energy & Environment Committee as well as the Planning Commission would continue reviewing the work this fall.
- Floodplain, Shoreland, and Wetland Overlay Districts Ordinance: it was originally anticipated that staff could conduct all of these updates in-house, meaning without a consultant. However, after reviewing the pace and level of expertise needed in the first year of this Zoning Study, it is now clear that City staff would benefit from the leadership of a consultant with environmental code writing expertise to ensure that these sections of Code meet state regulations, align with the 2040 Comp Plan, and fix inconsistencies, missing information, and outdated text. Staff will review the necessary budget for this work and report back to the Council if additional funding is necessary beyond what is currently budgeted for the Zoning Study.
- Chickens and Bees: Research of this topic was requested by the City Council in fall 2020 – the exact code changes will depend on the findings of the research and further discussion with stakeholders.
- Cannabis Laboratories and Dispensaries: Staff would like to conduct preliminary research on this topic in anticipation of any state law changes. Code changes may be recommended based on that research. If state law moves faster, this will increase its priority among the other topics within the Zoning Study.
- Subdivision Ordinance: Similar to the updated provided for Planned Unit Developments, this work would be best completed once the Commercial and Residential District updates are complete. The City Attorney will be closely involved with this work.
- General Building and Performance Requirements, Repeat Application Requests, Accessory Buildings/Structures/Uses/Equipment, Signs, and Fences, and other Code Clean-Up: This is highly detailed technical work that mostly affects the staff's success in administering the Code. Some of the sign and fence updates will be high-level policy questions that would be best reviewed through a special meeting of the Task Force, potentially a Council workshop next year, and a detailed review by the Planning Commission.

Attached to this agenda item is a proposed schedule. The schedule is organized in a way that communicates that Task Force's role in this process. The Task Force is meeting monthly until May 2020 as this was the original commitment requested of members. Staff recommends that the Task Force continue to meet quarterly through the end of 2022. Members can also continue to participate in public hearings on each topic.

The schedule then shows all of the other topics that could be reviewed by the Task Force on a quarterly basis rather than monthly. The Planning Commission will also see all of the proposed changes to the Ordinances as well since public hearings are necessary. Additional feedback will be provided by the Energy and Environment Committee when needed for specific topics such as, Tree Preservation Ordinance and renewable energy. Staff is also planning a workshop with the Planning Commission in March to review and discuss the 2040 Comprehensive Plan. The Zoning Task Force meetings are scheduled to be completed in June of 2021, but staff has discussed the possibility of having quarterly meetings with the Task Force in the future to allow for additional feedback on the items that staff is scheduled to work on.

It is important to note that staff is doing their best to manage this work within other day-to-day work and initiatives in the Strategic Plan. It has been very helpful to rely on consultants to dig deeper into the research of various topics and provide the summaries for staff review. Even with consultants, staff will always remain the manager of the process, the intermediary between public input and the consultant, and a technical expert on day-to-day administration of the Code in our community. In order to keep this process moving in a timely way, it is helpful to have consultants for some specific topics.

ATTACHMENTS:

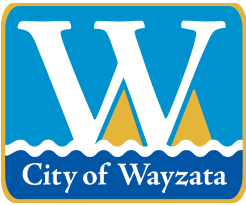
1. Zoning Study Timeline - Updated 2-24-2021

Wayzata Zoning Study Timeline

(Updated 02/24/2021)

	Aug. 2020	Sept. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	Mar. 2021	Apr. 2021	May 2021	June 2021	July 2021	Aug. 2021	Sept. 2021	Oct. 2021	Nov. 2021	Dec. 2021
Zoning Study Task Force Topics																	
Task Force Meetings																	
Design Standards (Chp. 909)																	
R-2, R-3, R-3A, and R-5 Zoning Districts (Chps. 954, 955, 956, 959)																	
C-4, C-4A, and C-4B Zoning Districts (Chps. 978, 979, 980)																	
Select Arborist for Tree Preservation																	
Tree Preservation (Chp. 936)																	
Renewable Energy																	
Additional Topics																	
General Building and Performance Requirements (Chp. 916)																	
Accessory Buildings, Structures, Uses, and Equipment (Chp. 917)																	
Planned Unit Development Zoning District (Chp. 933 and 990)																	
Subdivision Ordinance (Part X)																	
Repeat Application Request Standards (Chps. 903, 904, 905, 923)																	
Select Consultant for Environmental Chapters (Chps. 991, 992, and 993)																	
Floodplain, Shoreland, and Wetland Chapters (Chps. 991, 992, and 993)																	
Fence Ordinance (Chp. 918)																	
Sign Ordinance (Chp. 927)																	
Chicken and Bees																	
Cannabis																	

	Jan. 2022	Feb. 2022	Mar. 2022	Apr. 2022	May 2022	June 2022	July 2022	Aug. 2022	Sep. 2022	Oct. 2022	Nov. 2022	Dec. 2022
Zoning Study Task Force Topics												
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Sign Ordinance (Chp. 927)												
Chicken and Bees												
Cannabis												



City Council Workshop City Council Agenda Report

MEETING DATE: March 2, 2021	WORKSHOP AGENDA ITEM: 2
TITLE: Discussion of Draft Panoway Naming and Dedication Design Guide (5:30-6:00 p.m.)	
PREPARED BY: Emily Goellner, Community Development Director	
REVIEWED BY: Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To review and provide feedback on draft Panoway Naming and Dedication Design Guide.

BACKGROUND:

Building off of the Naming and Dedication Policy that is under consideration, more details are needed in terms of design, location, and thresholds of the signage and memorials for Panoway on Wayzata Bay.

The Wayzata Conservancy has worked with architectural firm HGA on a draft design guide for consideration with the primary objective to streamline all signage and compliment the built landscape of Panoway rather than clutter or compromise it. Please note that the overall private fundraising goal of \$5 million is not dependent upon having to “sell” ALL of the naming and dedication opportunities. It is merely a part of the overall bigger fundraising plan of the Conservancy.

The policy and design standards will guide the process when the Conservancy engages potential supporters (individuals, families, foundations, and corporations) of Panoway.

Andrew Mullin, Chair of the Conservancy, will be walking through the attached presentation that summarizes the draft design guide. Next steps will be to make any needed changes and formally approve it the March 16h Council Meeting. Some exciting news is that the Conservancy already has a very significant naming gift for consideration, associated with the Section Foreman House, once the policy and design guide is approved.

ATTACHMENTS:

1. Panoway Naming and Dedication Opportunities - All Phases - For CC Packet 3-2-2021
2. Council Presentation 3

Panoway Naming & Dedication Opportunities

The Wayzata Conservancy worked with a design firm and fundraising professional to prioritize project elements that have the broadest appeal while at the same time limiting the number of sponsorship and recognition opportunities so that the Panoway area is not overwhelmed with signage, tributes etc. The following table outlines the areas of focus and a guideline around the levels and amounts of donation. The Conservancy has received preliminary pricing on signage to make certain that the financial benefit significantly outweighs the cost of the signage.

#	Component	Description	Amount
1	Overall project	Naming rights to entire Panoway Project	\$2M
2	Boardwalk	Naming rights to the boardwalk itself	\$1M
3	Eco Park	Naming rights to this area	\$750k
4	Section Foreman House	Naming rights to SFH Lakeshore Learning Center	\$250k
5	Depot Park	Naming rights to this area	\$750k
6	Deck/Pergola	Naming rights to deck/structure	\$250k
7	Plaza Park	Naming rights to this area	\$250k
8	Other*	Benches Tables Chairs Fire Pits Garden Rooms	+> \$2,500

**See the following tables for more information*

Panoway Naming Opportunities – Phase I	Quantity Available
LAKE STREET PARK	1
Broadway Plaza	1
Terrace Tables	8
Birch Grove	

Panoway Naming Opportunities – Phase I	Quantity Available
911 Memorial	1
Square Planters	3
Planter along railing at fence	1
Precast Seat Wall with Wood (IPE) Top	
Precast Seat Wall with Wood (IPE) Top	10
View Finder	2
15' Planter along fence	2
40' Planter along fence	1
Plaza Park	1
Shade Pavillion	1
Fire Features/Community Hearth	2
Harvest Tables	2
Adirondack Chairs	10
Terrace Tables	5
35' Planter along railing at fence	2
22' Planter along railing at fence	1
Plaza Park Lawn West / East	2
55' Planter along fence	3
Precast Seat Wall with Wood (IPE) Top	10
East Garden Room	1
3 Planters	3
Existing Shore Benches	6
Fountain	1
Precast Seat Wall with Wood (IPE) Top	9
West Garden Room	1
Planters	4
Existing Shore Benches	5

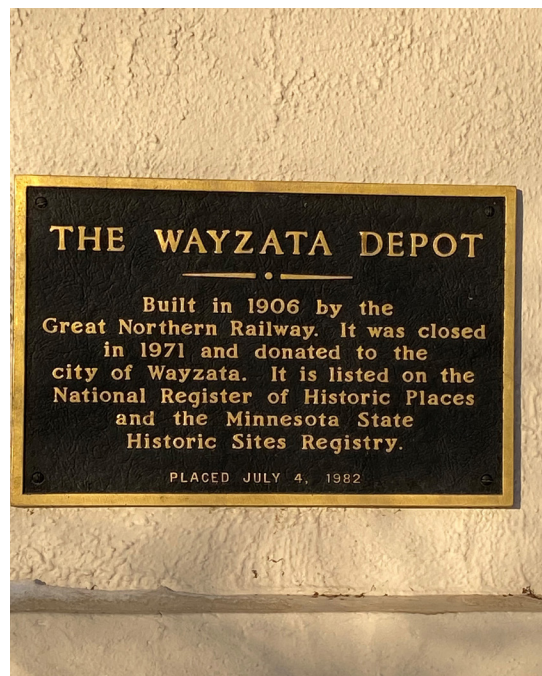
Panoway Naming Opportunities – Phase I	Quantity Available
LAKE STREET	
Planters Southside of Lake Street	15
Planters Northside of Lake Street	12

Panoway Naming Opportunities - Future Phases	Quantity Available
DEPOT PARK	1
Large Deck	1
Small Deck	1
Formal Planter	1
Bike Racks	6
Harvest Tables	1
Adirondack Chairs	28
Picnic Tables	6
Fire Feature	1
ECO PARK	1
Section Foreman's House	1
Deck Around SFH	1
Boardwalk Loop	1
Net Lounge	2
Adirondack Chairs	6
Picnic Tables	7
BOARDWALK	1
Lakeside Overlook Terrace	1
Lakeside Railing - 8' section	225
Boardwalk Decking - 20 planks/8' section	4,500
COMMUNITY DOCKS	2

WAYZATA CONSERVANCY

PANOWAY ON WAYZATA BAY DONOR RECOGNITION

COMPLIMENT EXISTING SIGNAGE



COMPLIMENT EXISTING SIGNAGE

GREATER HISTORIC DISTRICT



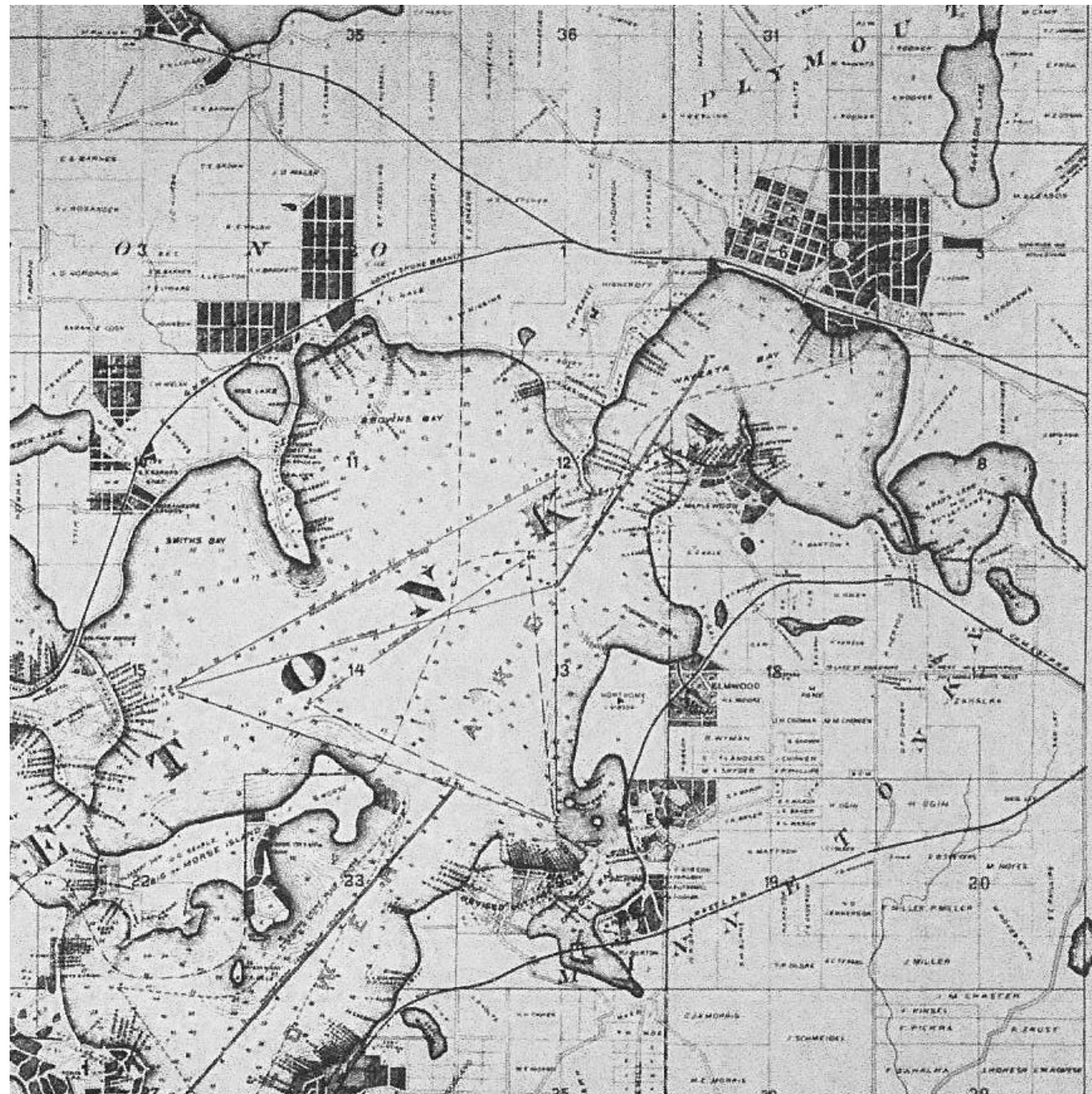
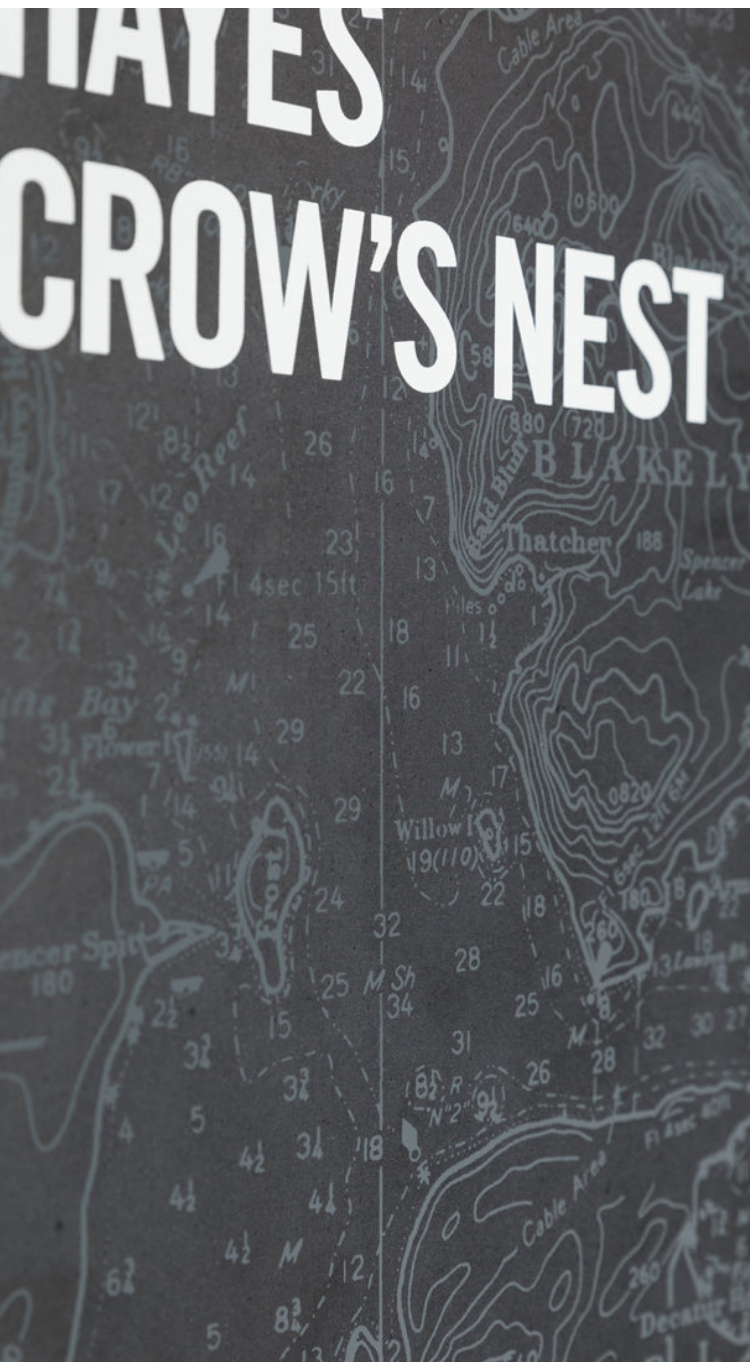
Existing historic district way-finding signage is high-contrast, with a dark background and white text. The text is a serif font and speaks to a traditional character.

The proposed Panoway signage concept relates to the high contrast signage, includes a serif font to relate the existing way-finding. The signage concept aims to bridge traditional with the modern aesthetic of the Panoway landscape to achieve timelessness and versatility .

PANOWAY

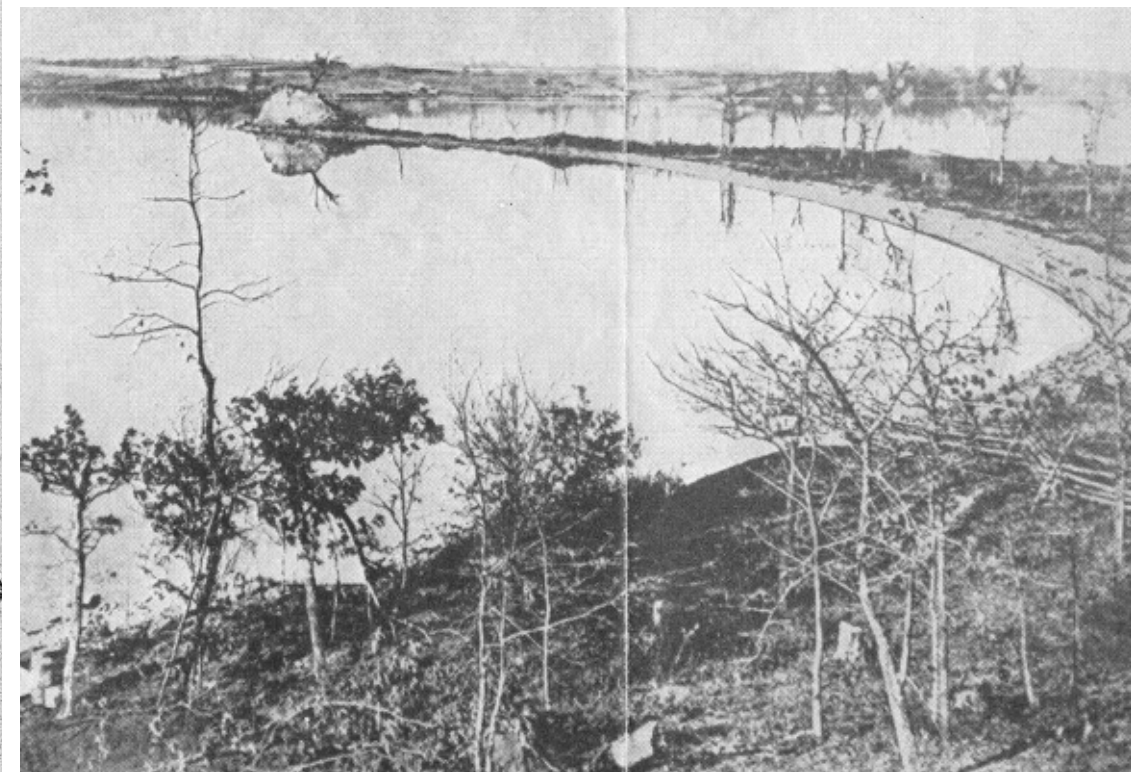


DISTINCTLY WAYZATA



The design concept highlights Wayzata's history. Historic maps and photographs create a concept rooted in the uniqueness of this place.

*composite kettle lake
sacred grounds
vibrant community
picturesque forests
meandering shoreline
islands and secluded bays*



OPPORTUNITY AREAS



SIGNAGE TIERS

INFORMATIONAL | EDUCATIONAL | HONORIFIC

- Tier 1 - Historic Distinction
- Tier 2 - Public Art Signage, Informational, Honorific
- Tier 3 - Interpretive Signage

TIER 1

Educational | Native American History



TIER 2

Honorific | 9|11 Memorial Grove



TIER 3

Interpretive | Not designed yet

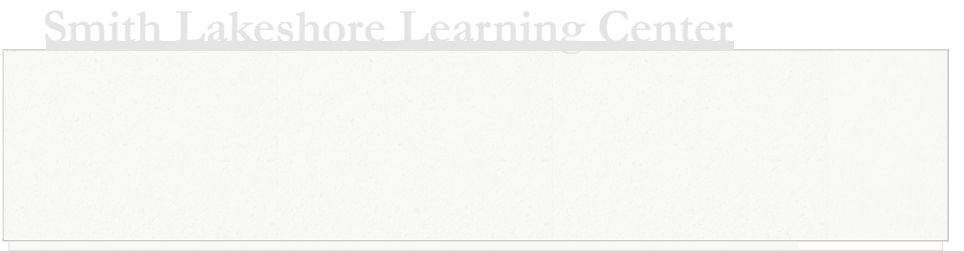


DONOR RECOGNITION | TRIBUTE

- Tier 1 - Significant sponsorship
- Tier 2 - Individual designation

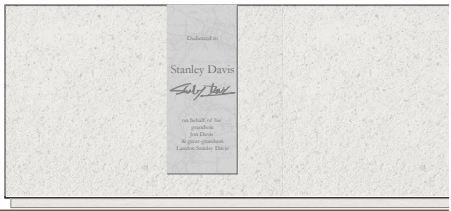
TIER 1

Significant | Not designed yet



TIER 2

Bench Donor Signage



SIGNAGE TYPES

INFORMATIONAL | EDUCATIONAL | HONORIFIC

Tier 1 - Historic Distinction

Tier 2 - Public Art Signage, Informational, Honorific

Tier 3 - Interpretive Signage

Font: (serif) Garamond

Material: Powdercoated Warm Bronze

The powder-coated bronze was selected for the educational and informational signage to relate to the existing historic district way-finding and designation signage.

The stainless steel/aluminum was selected for all donor signage as it relates to the modern aesthetic of the Panoway landscape, and visually subtle against the white benches.

To create a cohesive family, all sign-types will use Garamond font for text and will be etched into the surface material.

DONOR RECOGNITION | TRIBUTE

Tier 1 - Significant sponsorship

Tier 2 - Individual designation

Font: (serif) Garamond

Material: Stainless Steel/Aluminum

SIGNAGE TYPES

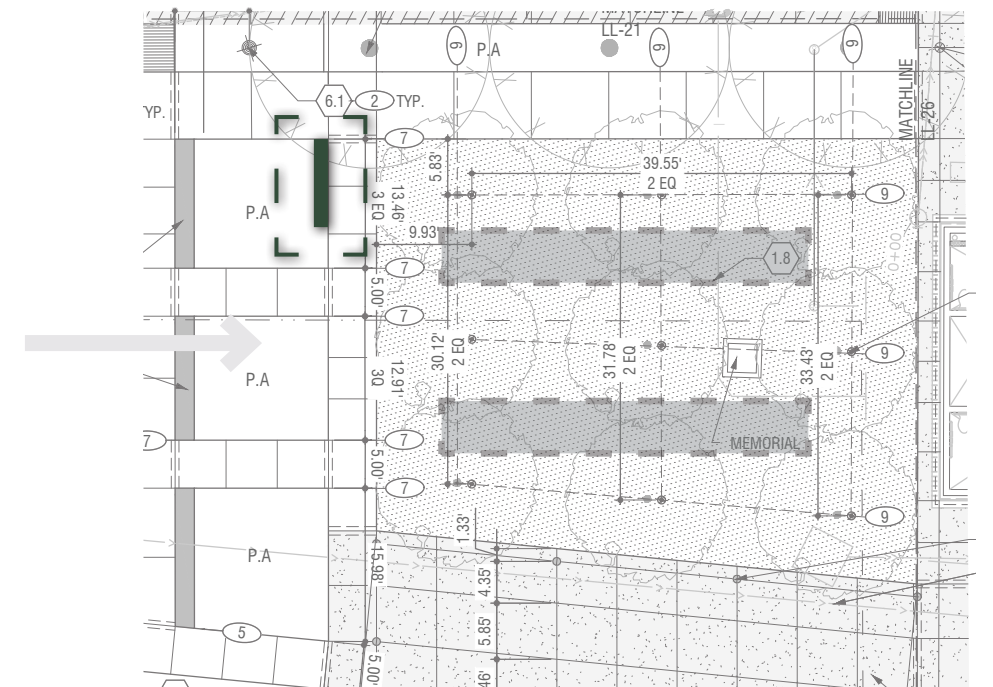


9 | 11 MEMORIAL GROVE

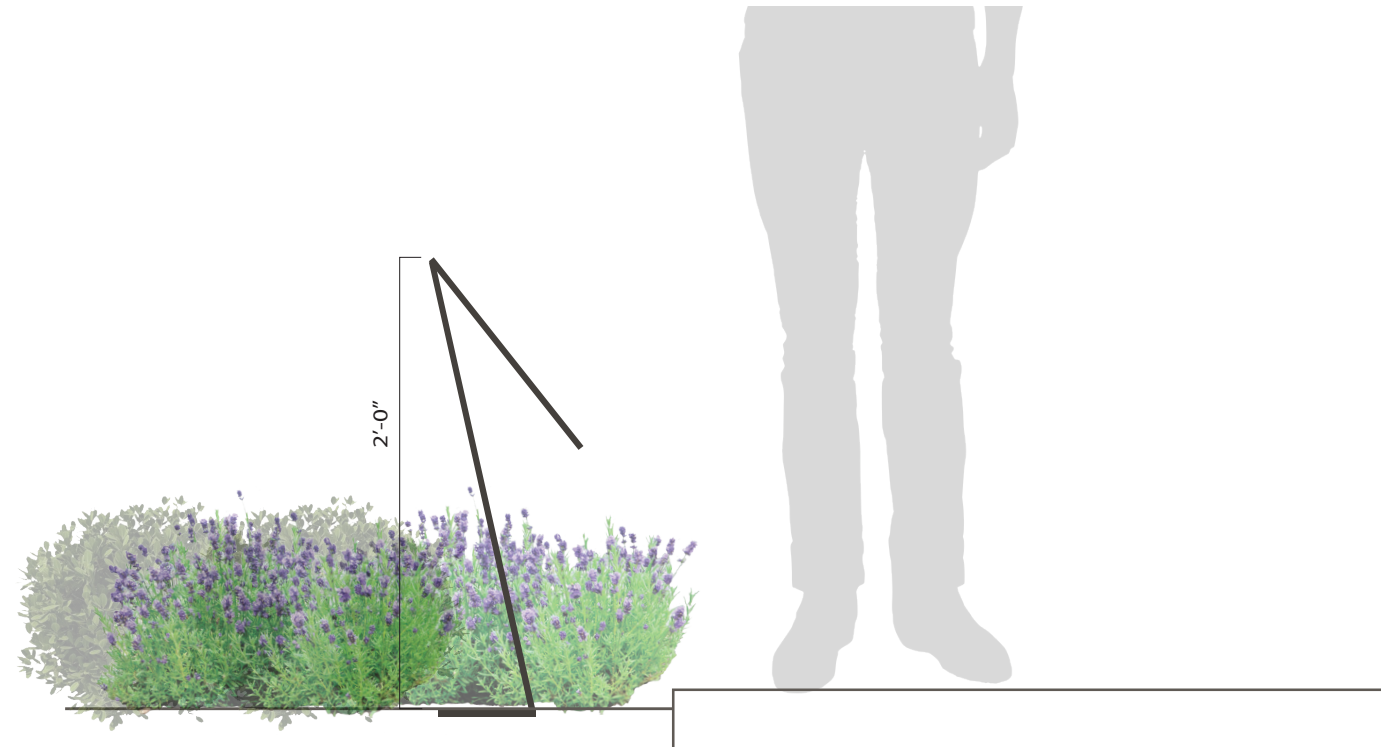


The honorific signage for the 9|11 memorial is located just off the walkway adjacent to the memorial. highly visible to those approaching the site, but not intrusive to the memorial itself.

The bent form angling toward the viewer creates an ease for visitors to engage, for it to have a presence, but not heavy-handed on the site.



9 | 11 MEMORIAL GROVE



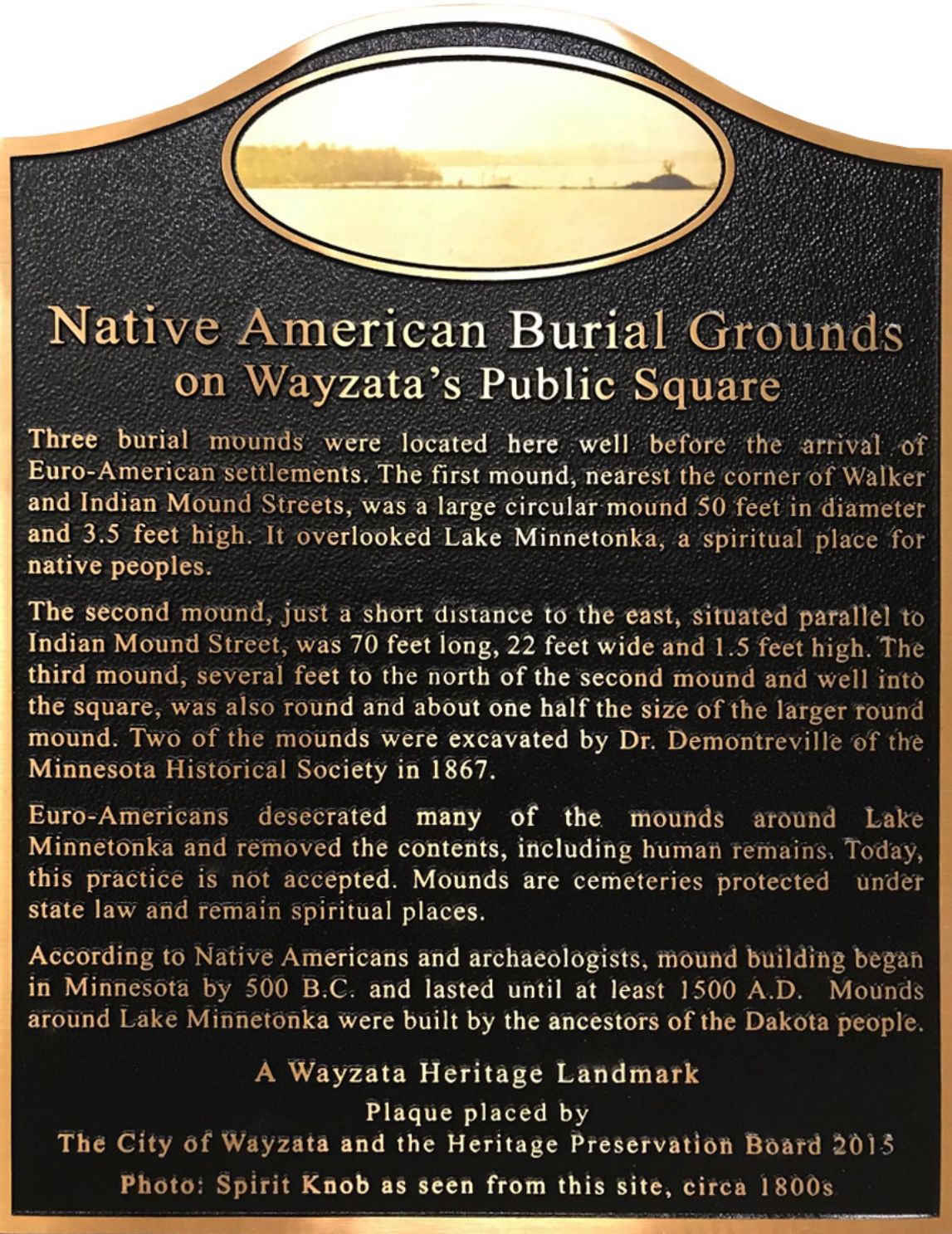
Section



Elevation

Precedent

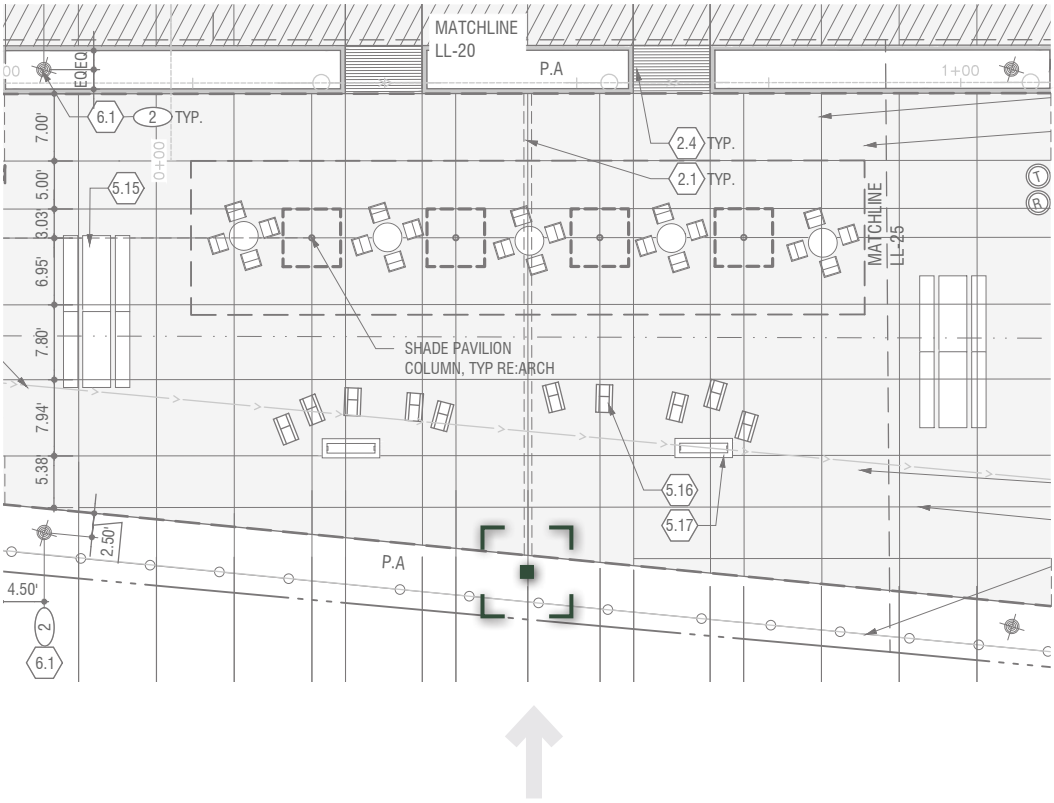
NATIVE AMERICAN HISTORY



Existing Sign

The historic designation signage for the Native American Historical Marker is located south of Marquee Plaza within the planting area.

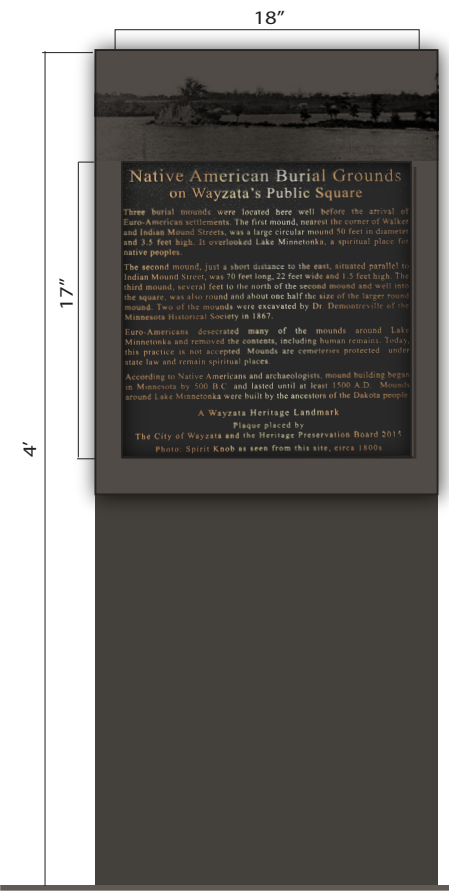
The concept incorporates a historic image of Spirit Knob, which is visible from the sign location. Concept A incorporates an existing sign, and Concept B creates a new sign that fully embraces the Panoway signage concept.



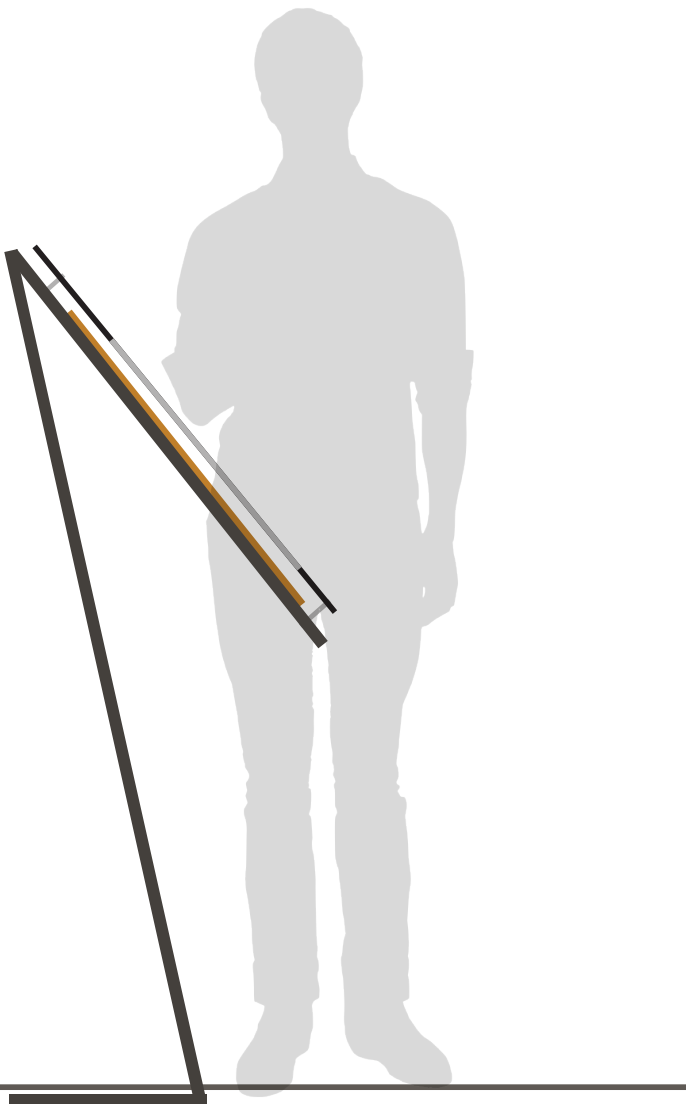
NATIVE AMERICAN HISTORIC DESIGNATION



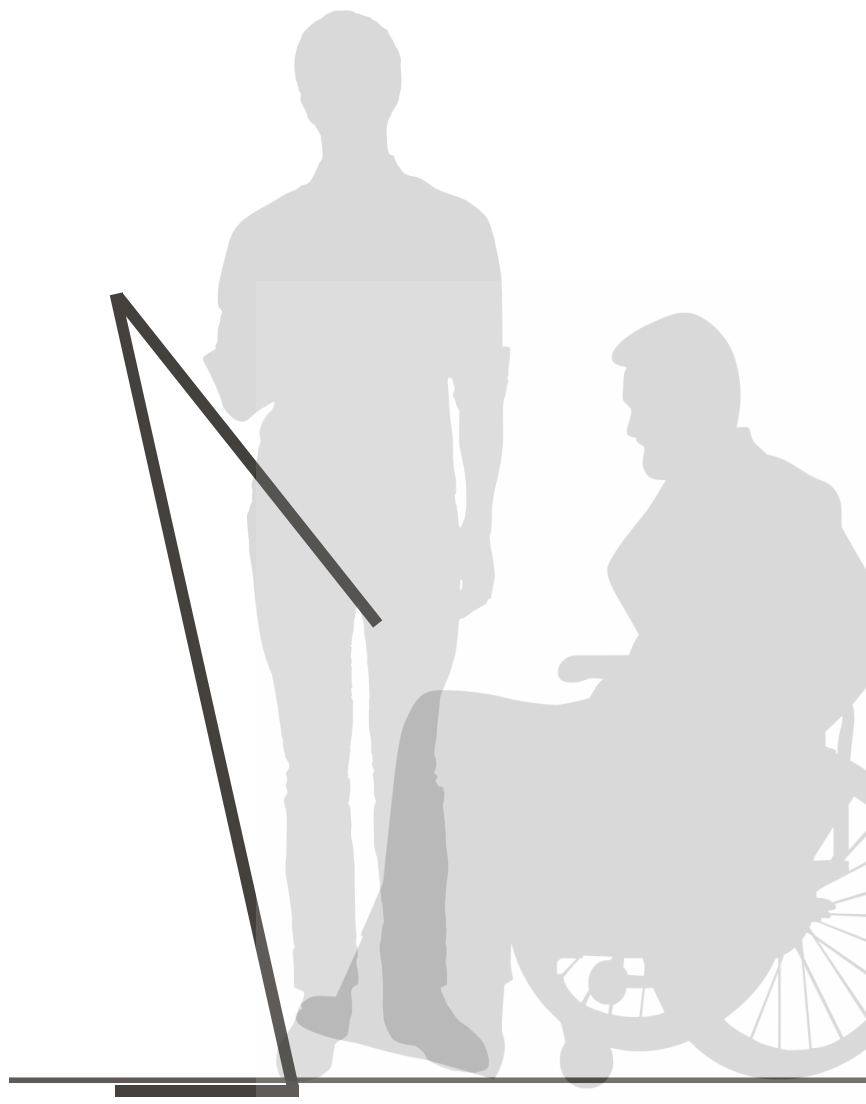
Precedent



Concept A



Concept B



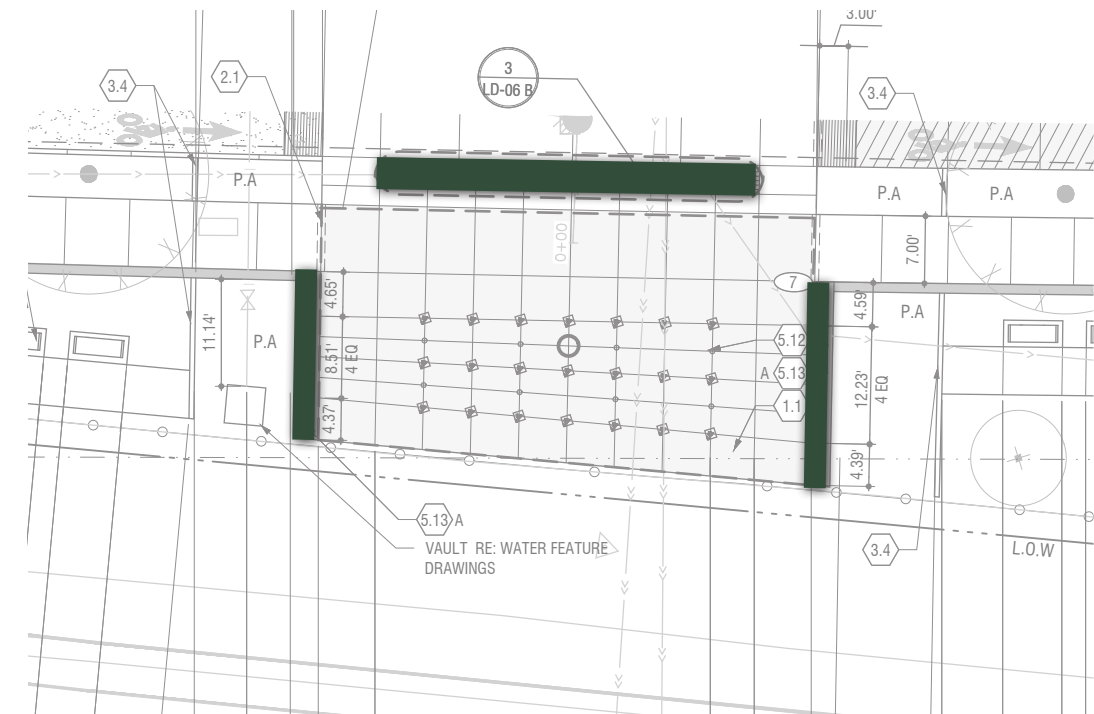
DONOR RECOGNITION BENCHES



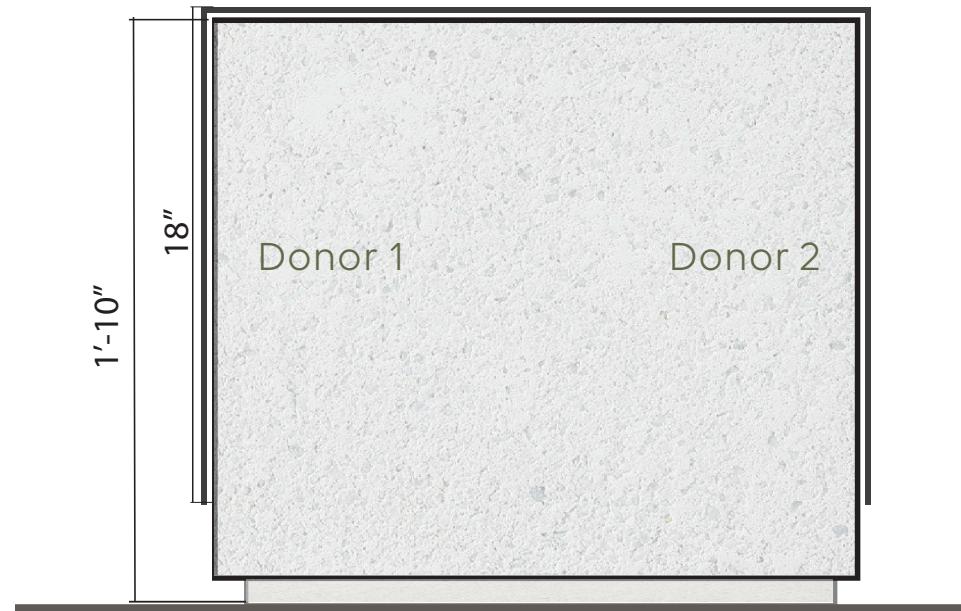
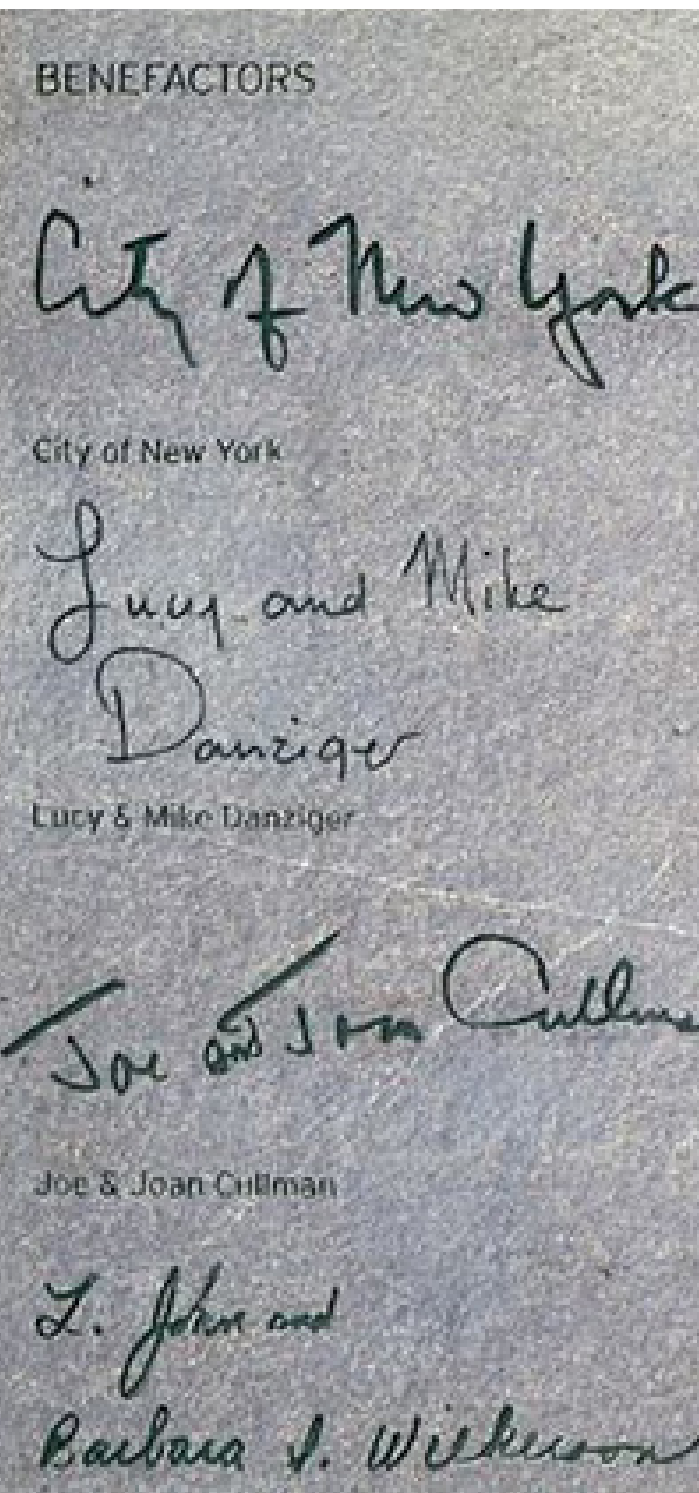
All the donor recognition signs are designed to be incorporated into the existing concrete benches throughout the park.

Wrapping around the benches, the signage will appear as if the benches were designed holistically. This system will allow for hidden fasteners and a clean attachment.

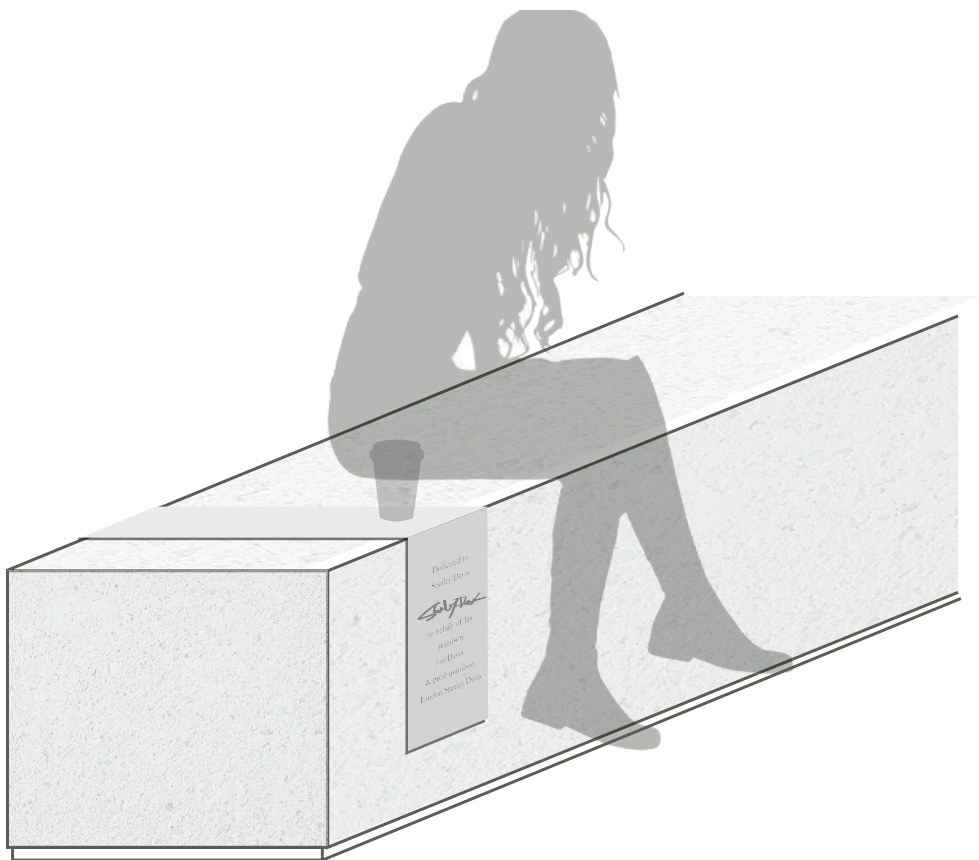
Tier 2 signs will wrap vertically over the top of each benches or horizontally around the benches to accommodate those with wood seat-tops.



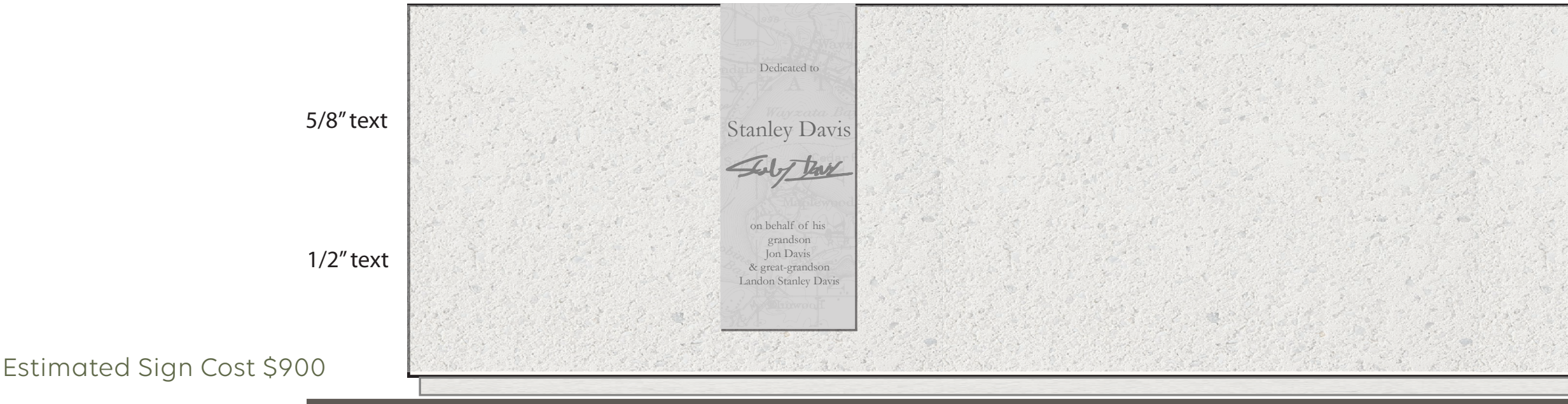
DONOR RECOGNITION BENCHES - TIER 2 CONCEPT A



Section



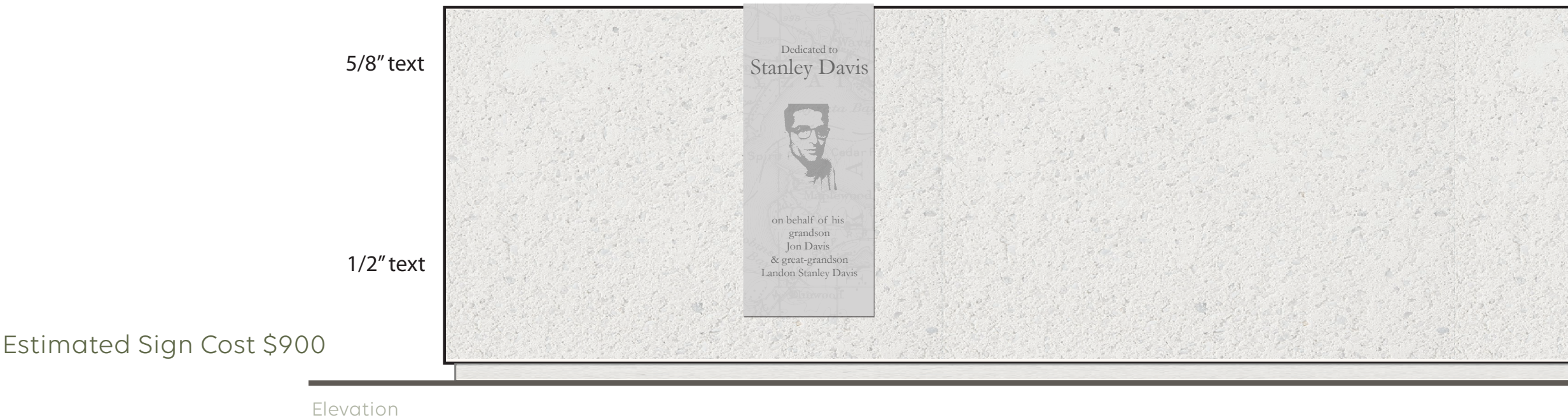
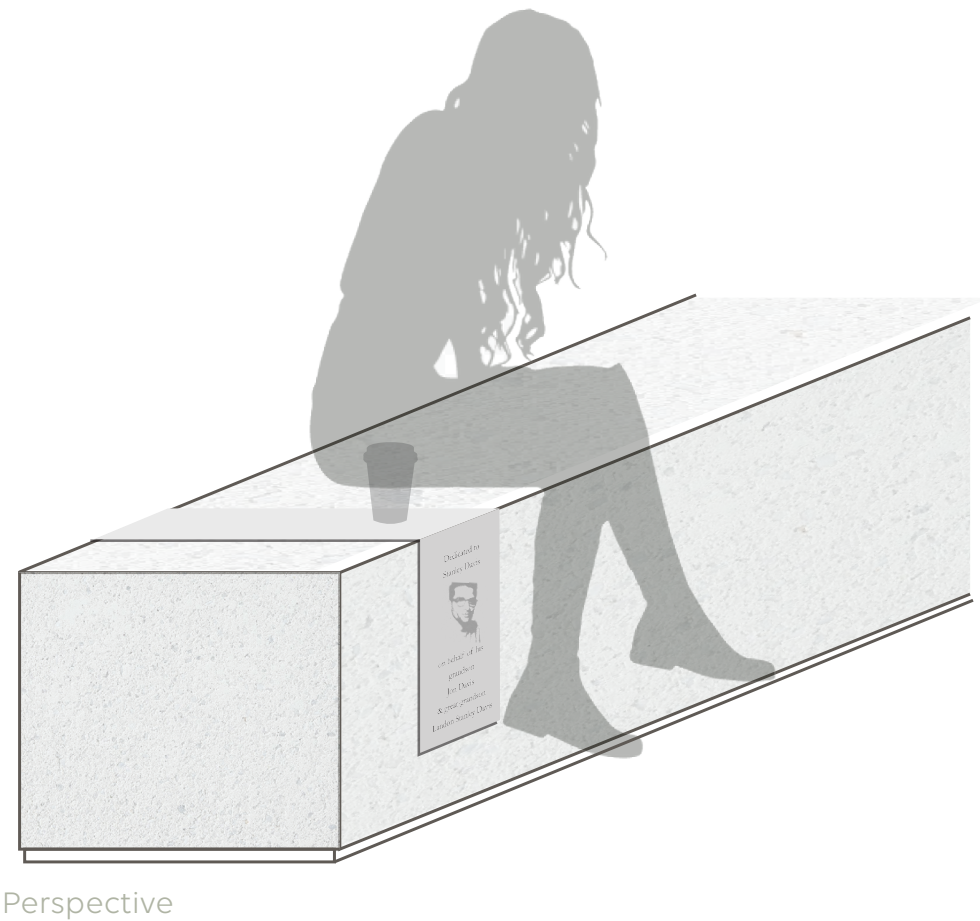
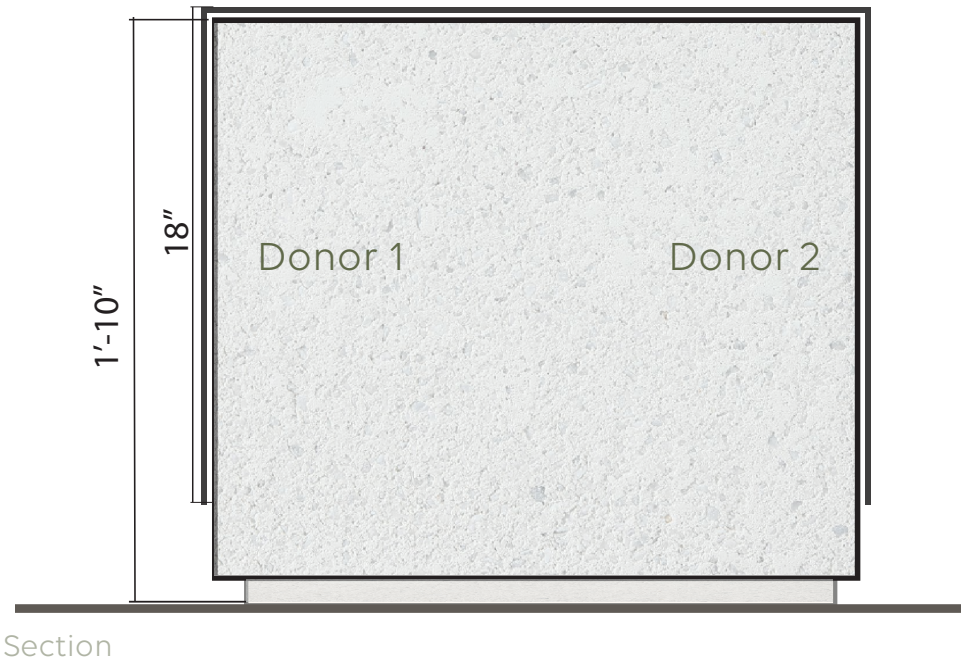
Perspective



Estimated Sign Cost \$900

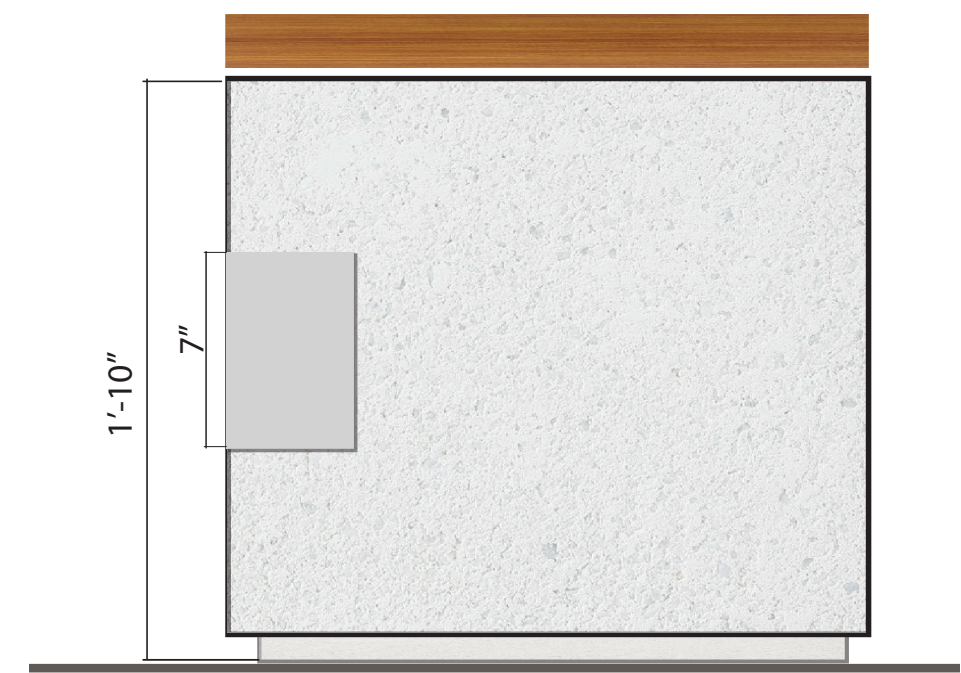
Elevation

DONOR RECOGNITION BENCHES - TIER 2 CONCEPT B

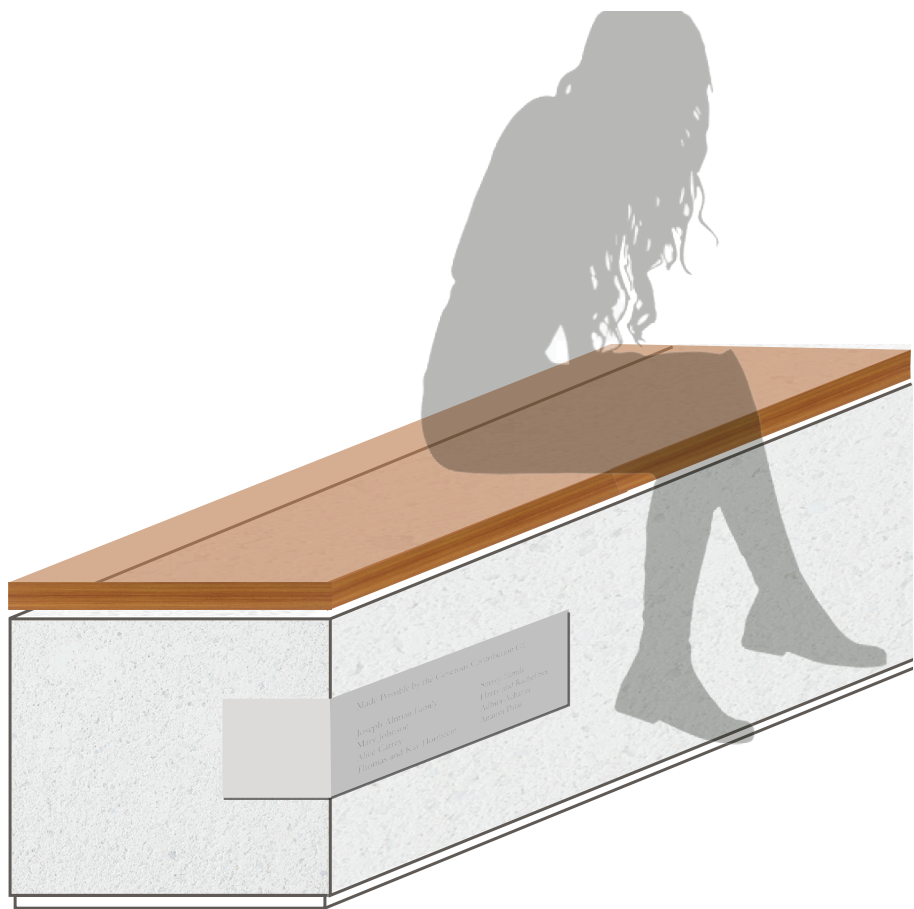


Estimated Sign Cost \$900

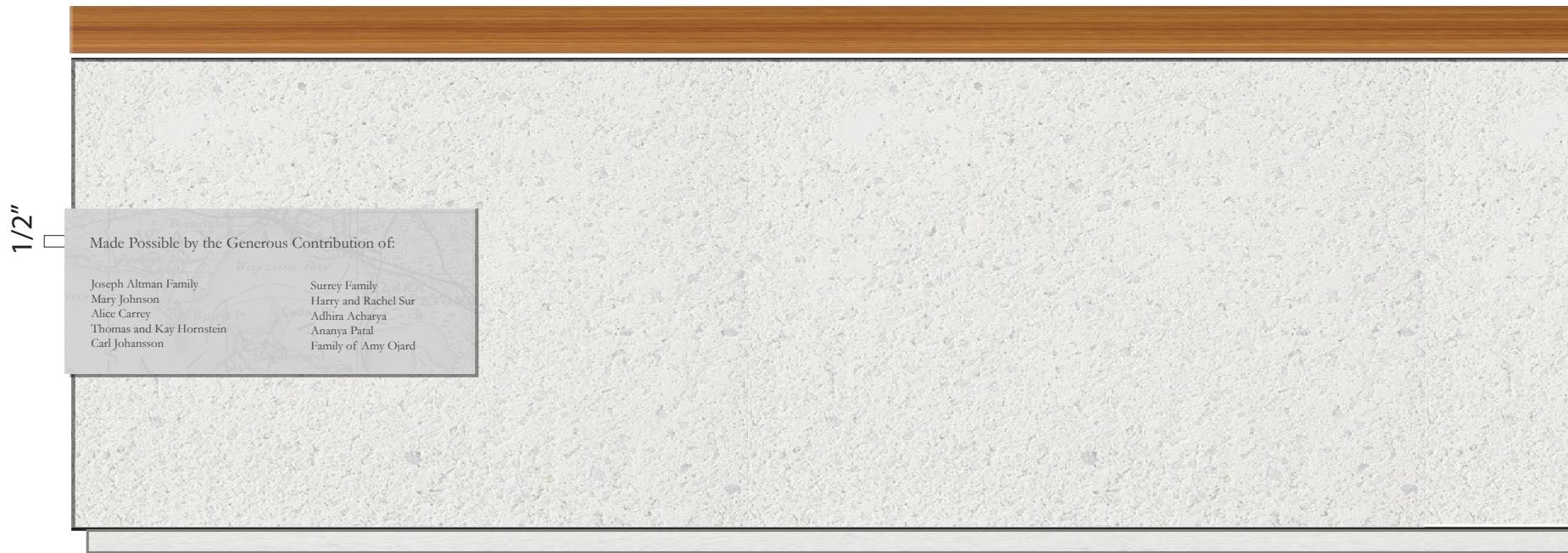
DONOR RECOGNITION BENCHES - TIER 2 CONCEPT C



Section



Perspective



1/2"

Estimated Sign Cost \$900

Elevation

SIGNAGE TIERS

INFORMATIONAL | EDUCATIONAL | HONORIFIC

- Tier 1 - Historic Distinction
- Tier 2 - Public Art Signage, Informational, Honorific
- Tier 3 - Interpretive Signage

TIER 1

Educational |
Native American History



TIER 2

Honorific | 9|11 Memorial Grove



TIER 3

Interpretive | Not designed yet



DONOR RECOGNITION | TRIBUTE

- Tier 1 - Significant sponsorship
- Tier 2 - Individual designation

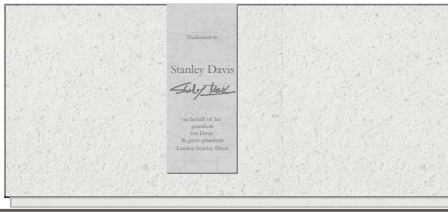
TIER 1

Significant | Not designed yet



TIER 2

Bench Donor Signage



DEVELOPING DESIGN GUIDELINES

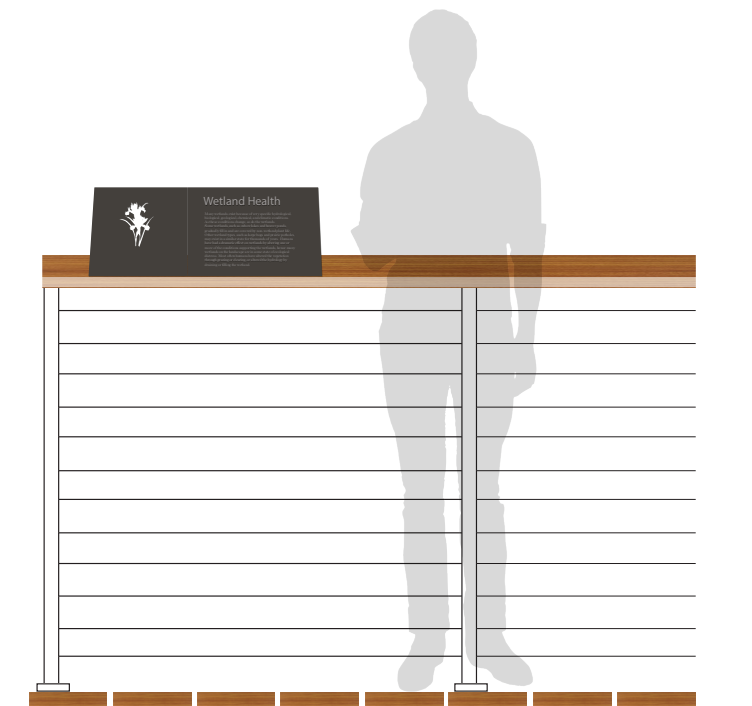


Future phases of the Panoway project are on the horizon.

Assuring the signage package can expand to meet the needs of future projects is important. The design is timeless, versatile, and able to work together with other materials and at a variety of scales.



Concept Design for Interpretive Signage



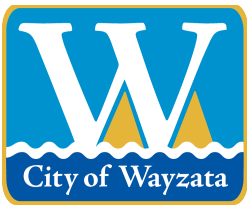
Concept Design for Boardwalk Signage



Concept Design for Significant Sponsorship

WAYZATA CONSERVANCY

PANOWAY ON WAYZATA BAY DONOR RECOGNITION



City Council Workshop City Council Agenda Report

MEETING DATE: March 2, 2021	WORKSHOP AGENDA ITEM: 3
TITLE: Presentation of Emergency Management Operations (6:00-6:30 p.m.)	
PREPARED BY: Mike Risvold, Police Chief	
REVIEWED BY: Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To inform the Council on emergency management operations.

BACKGROUND:

Elected officials and city staff have specific roles when it comes to emergency management in any city. To prepare for and respond to emergencies, cities develop and utilize an emergency operations plan. The City of Wayzata has adopted an emergency plan titled the Lake Minnetonka Regional Emergency Operations Plan. The plan was developed and adopted by twenty one Lake Minnetonka area regional governmental bodies.

The Police Chief is currently the City's Emergency Management Director and meets monthly with emergency managers from the participating governmental agencies. Because of the role that elected officials play before, during, and after a disaster or emergency situation, an overview of emergency management and the City's Emergency Operations Plan is prudent, especially when onboarding new elected officials or when elected officials are assuming new roles.

At the meeting, Chief Risvold will be walking through an intro to Emergency Management presentation.

ATTACHMENTS:

None