

WAYZATA PLANNING COMMISSION

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Monday, August 21, 2023

6:30 PM

HYBRID MEETING INFORMATION

[Click here to join Zoom Meeting](#)

Meeting ID: 828 2021 7919 Passcode: 053974

Members of the public may attend this Planning Commission meeting in person, or watch and listen remotely by viewing the meeting on Channel 8, WCTV, and at the City's website at www.wayzata.org/WCTV.



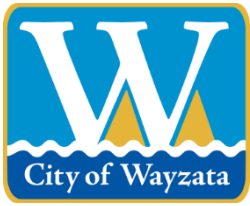
Public comment during the Public Forum and/or Public Hearing portions of the meeting may be provided in person at the meeting, in advance, or by logging into the zoom call and raising your hand during the public hearing. **When your name is called in the meeting, you will be seen and heard in our Council Chambers and the cable channel.** You will be asked to unmute and then you may begin your comment. All public comments must include your full name and address.

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 952-404-5323, or mailing Wayzata City Hall at 600 Rice St E, Wayzata, MN 55391 (Attn: Public Comment).

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Consent Agenda**
 - a. Approval of Meeting Minutes of August 7, 2023
 - b. Approval of Planning Commission Report and Recommendation of Approval for Planned Unit Development (PUD) General Plan, Shoreland Residential Planned Unit Development/Conditional Use Permit (PUD/CUP), and Zoning Map Amendment (Rezoning) for Westway Condominiums at 201 Lake Street East
5. **Old Business Items**
 - a. Consideration of Zoning Text Amendments to Chapter 918, Fencing/Screening
6. **Other Items**
 - a. Review of Development Activities
 - b. Planning Commission Meeting Schedule
7. **Adjournment**

Upcoming Meetings:
City Council - September 5, 2023
Planning Commission - September 6, 2023

Members of the Planning Commission and some staff members may gather at the Wayzata Bar and Grill immediately after the meeting for a purely social event. All members of the public are welcome.



City of Wayzata Planning Commission Agenda Report

MEETING DATE: August 21, 2023	AGENDA ITEM: 4.a
TITLE: Approval of Meeting Minutes of August 7, 2023	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

N/A

ACTION REQUESTED:

Staff recommends approval of the regular meeting minutes of August 7, 2023.

ATTACHMENTS:

1. Planning Commission Meeting Minutes of August 7, 2023

**WAYZATA PLANNING COMMISSION
MEETING MINUTES
AUGUST 7, 2023**

AGENDA ITEM 1. Call to Order

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

Chair Stockton read a prepared statement outlining multiple options for joining remotely or submitting comments and questions.

AGENDA ITEM 2. Roll Call

Chair Stockton asked Community Development Director Goellner to take roll call.

Present at roll call were Commissioners: Douglas, Stockton, Sorensen, Schwalbe, Elg, and Severson. Community Development Director Emily Goellner, Planning Consultant Erik Zweber, and City Attorney David Schelzel were also present.

Absent at roll call: Commissioner Merriam

AGENDA ITEM 3. Approval of Agenda

Chair Stockton asked for a motion to approve the agenda for the meeting.

Commissioner Sorensen made a motion, seconded by Commissioner Schwalbe to approve the August 7, 2023 agenda, as presented. The motion carried unanimously.

AGENDA ITEM 4. Consent Agenda

a.) Approval of the July 17, 2023 Planning Commission Meeting Minutes

Chair Stockton read the item on the consent agenda and asked if any Commissioner wished to pull it for further discussion.

Hearing no such request, Chair Stockton asked for a motion to approve the Consent Agenda as presented.

Commissioner Severson made a motion, seconded by Commissioner Schwalbe to approve the Consent Agenda as presented. The motion carried unanimously.

AGENDA ITEM 5. Public Hearing Items

a) Consideration of Planned Unit Development (PUD) General Plan, Shoreland Residential Planned Unit Development/Conditional Use Permit (PUD/CUP), and

Zoning Map Amendment (Rezoning) for Westway Condominiums at 201 Lake Street East

Community Development Director Goellner introduced the application, and shared details of the proposal for Westway Condominiums located at 201 Lake Street East. She reviewed the surrounding neighborhood zoning and land use guidance, and presented a summary of the requests within the development application. She noted that the proposed PUD would include 38 residential condominiums, 3 commercial condominiums, and 3 flexible (commercial and/or residential) condominiums. She noted that a design review was conducted by staff, and there are no design deviations required, so this review could be completed and the proposed design approved administratively.

Planning Consultant Zweber reviewed the existing conditions on the site, right-of-way, lot size, wetland area. He reviewed the various approvals that had already been given at the December 6, 2022 City Council meeting, including PUD concept plan approval. He reviewed details of the proposed site plan and noted that it is very similar to the concept plan. He stated that this is a single building that is designed to look like two separate buildings that would have underground parking for residents and the public. He noted the location of the shared courtyard space in the center of the site and the location of a shortened nature trail that will be adjacent to the stormwater pond. He noted that the trail would only be available to Ferndale Ridge and Westway residents and would not be a public open space. He reviewed the site plan and details of the changes from the concept approval, and reviewed elevations from the building and shared atrium space. He gave an overview of the proposed density and noted that it meets the guidance of the Comprehensive Plan. He shared details of what has changed with relation to open space since the concept plan and explained that overall, they are providing 20,783 square feet of open space when at the concept plan they proposed 21,945 square feet. He reviewed the Shoreland Residential PUD/CUP standards and explained that the project meets those requirements. He briefly reviewed lot coverage and Floor Area Ratios (FAR) and noted that both are lower than other recent Lake Street projects. He noted that the impervious surface plans will require a Shoreland Impact Plan that will need to be approved by the City Engineer. He explained that they are proposing 3 commercial condominiums, including one coffee shop and 3 flexible condominiums. He reviewed the proposed parking plans for 113 spaces and noted that there are 16 tandem stalls proposed but noted that the applicant has indicated that the tandem spaces would be given to either the same residential or commercial unit. He stated for tree replacement, the applicant must replace 232.25 inches and they are proposing 322.75 inches.

Community Development Director Goellner reviewed the various neighborhood notifications given for the application, and explained that no public comment letters had been received. She explained that there was a neighborhood meeting held on July 20 2023 where 13 people attended. She reviewed the comments that have been shared by the City Engineer about this project, and shared the questions for the Commission to consider with this application.

At the conclusion of the Staff presentation, Chair Stockton asked if the Commission had any questions for Staff.

1 Commissioner Severson asked about the 3 flexible condominium units, and if that was something
2 that the City needed to do something about to make sure that they would always be flexible for
3 either residential or commercial use.

4
5 Community Development Director Goellner stated that for the 3 flexible spaces she would
6 recommend that the Commission think about them being flexible in perpetuity so if market
7 conditions changed, they could change use. She stated that they could ask the applicant if they
8 have a prediction on whether they foresee them changing uses very often.

9
10 Chair Stockton asked about the elevation from Lake Street and where the retail was located.

11
12 Planning Consultant Zweber gave an overview of the location of the retail spaces as depicted on
13 the elevation renderings.

14
15 Commissioner Douglas stated that the information shared earlier said that there would be 38
16 residential, 3 commercial and 3 flexible spaces. She noted that if the coffee shop is counted that
17 is really 7 spaces that could be commercial.

18
19 Planning Consultant Zweber explained that the coffee shop was considered one of the 3
20 commercial spaces and explained that the northern of the 7th commercial spaces in the Concept
21 Plan has been converted to a residential unit.

22
23 Commissioner Douglas asked about the open space plans and noted that there is currently a
24 sidewalk from Lake Street to Edgewood Court and asked why that had not been depicted on the
25 drawings.

26
27 Planning Consultant Zweber stated that it was not included because it is in the public right-of-way.

28
29 Commissioner Douglas referenced the amenity plan that talked about signage and the row of arbor
30 vitae. She asked if because it was included in the drawing if it was guaranteed to happen or does
31 it also have to be included someplace in the text.

32
33 Planning Consultant Zweber explained that these plans would be incorporated into the
34 Development Agreement should this be approved by the City Council.

35
36 Commissioner Schwalbe asked about the stormwater pond and path area.

37
38 Planning Consultant Zweber noted that the renderings show a reconstructed pond that is a different
39 shape than the existing pond and explained that this was necessary to accommodate the stormwater
40 for the revised development.

41
42 Commissioner Schwalbe asked for an explanation of the walking path location.

43
44 Planning Consultant Zweber described the proposed location within the concept plan and the most
45 recent proposal and explained that staff was supportive of the trail, as proposed.

1 Commissioner Schwalbe asked if the City had any experience with tandem parking stalls.

2
3 Planning Consultant Zweber stated that the City has experience with other underground parking
4 structures, as well as the City's parking lot, and noted that staff would be concerned if the plans
5 were for them to be used by multiple owners.

6
7 Commissioner Schwalbe asked if she should ask the applicant about their reason for wanting to
8 remove the wetland delineation from the stormwater pond.

9
10 Planning Consultant Zweber noted that a very technical finding needs to happen and explained
11 that there is an environmental evaluation of the area. He stated that the applicant's expert
12 evaluated the area, and noted that there are exceptions to the Wetland Conservation Act if it is a
13 man-made water body. He stated that in that case, it is not a wetland because it is not natural. He
14 explained that the existing stormwater pond was created with the existing development, so it
15 appears to meet those exemption standards but a certain process will need to be followed with
16 Stantec, the City's wetland consultant. He stated that staff is aware of this potential exemption
17 and believe it applies, in this case.

18
19 There being no further questions from the Commission for Staff, Chair Stockton invited the
20 applicant to address the Commission.

21
22 Applicant's architect, Darrin Schmidt, Bruce Schmidt and Associates, gave a brief presentation
23 about the project and stated that their concept had been modified since they went through the
24 concept approval process based on all of the feedback they received. He reviewed renderings and
25 plans of the project from various angles.

26
27 Chair Stockton asked if the Commission had any questions for the applicant.

28
29 Commissioner Severson asked if the surface parking was intended mostly for the commercial
30 building.

31
32 Mr. Schmidt explained that those 11 stalls would be intended for guests and customers whether
33 they are coming to see someone in a condominium or one of the commercial units.

34
35 Commissioner Severson asked about the accessibility for visitors since it appears some will have
36 stairs.

37
38 Mr. Schmidt explained that the sidewalk level is like a split entry where they will have access to
39 an elevator.

40
41 Commissioner Severson asked if the residential and commercial units on the first floor would use
42 the same entrance.

43
44 Mr. Schmidt stated that was correct for the west units, but noted that the two buildings are actually
45 separated.

1 Chair Stockton asked about the outdoor tables that were depicted in the renderings and asked which
2 ones were not intended for public use.

3
4 Mr. Schmidt stated that they are all for public use with the exception of the private terrace spaces.

5
6 Commissioner Sorensen stated that he understands that it is public space but asked how the
7 developer envisioned that space actually being used.

8
9 Mr. Schmidt stated that the intent is for the public to just be able to come up and sit at a table. He
10 stated that it is not dedicated to either the commercial or residential units. He stated that the people
11 parking in the 11 spots in the surface lots would walk through this space, so it is accessible.

12
13 Commissioner Sorensen asked about the anticipated length of construction.

14
15 Mr. Schmidt stated that they anticipate it to take 2 years.

16
17 Applicant's principal, Lowell Zitzloff, referenced some existing needs among the Ferndale Ridge
18 residents for a meeting space that will be able to utilize these public spaces. He stated that he
19 expects with the coffee shop in this location that this will end up being the social area for the west
20 end of Lake Street.

21
22 Commissioner Sorensen explained that he had asked about the length of construction because of
23 the residents of Edgewood Court and believes there is just one way in and out for cars and
24 pedestrian access and was concerned about how that access would be maintained during the
25 construction process.

26
27 Mr. Schmidt stated that they anticipate that Edgewood Court would remain open the whole time.
28 He noted that they may have to move the sidewalk access a bit, but they should have ways of
29 working around this.

30
31 Commissioner Sorensen asked the developer to keep this as a priority.

32
33 Mr. Schmidt assured the Commission that this would be a priority for them.

34
35 Commissioner Schwalbe stated that he liked the original plan for a nature trail in the concept plan.
36 She stated that the most recent plans are for a trail that is quite a bit smaller and asked how much
37 smaller it is than the original plan.

38
39 Mr. Schmidt stated that he would estimate it is probably half the length of what was proposed as
40 part of the concept plan. He explained that Ferndale Ridge was concerned with potential activity
41 back there and the City Council was also concerned about removing trees in order to create this
42 pathway. He stated that they still wanted some sort of path to go back here but the rest of the area
43 will be left in a natural state. He explained that the public input they had gotten from the neighbors
44 was that they would prefer that they left the northern portion of the property be left as close to the
45 existing state as possible.

1 There being no additional questions from the Commission for the applicant, Chair Stockton
2 opened the public hearing on the application at 7:47 pm.

3
4 David Carland, 130 Edgewood Court, stated that he is on the Board of Ferndale Ridge. He stated
5 that Commissioner Sorensen and Commissioner Douglas 'beat him to the punch' making the two
6 points that they consider to be ongoing work. He stated that they have been very pleased with the
7 applicant and appreciate the opportunity that they have been given to have input on this project.
8 He stated that they are particularly concerned about the ability to get in and out of the cul-de-sac
9 during construction and to ensure that the enhanced buffer plans with additional trees, happen, as
10 discussed. He stated that they were not truly against the larger nature trail, but were interested in
11 maintaining as large of a buffer as they could and did not see the point in creating a contrived loop
12 for this purpose.

13
14 Community Development Director Goellner stated there were no people that have called in to the
15 meeting that have asked to speak at the public hearing.

16
17 There being no one else wishing to provide public comments on the application, Chair Stockton
18 closed the public hearing at 7:49 pm.

19
20 Chair Stockton asked for the Commission to share their questions and feedback on the application.

21
22 Commissioner Elg thanked the developer for the work they have done to work towards meeting
23 the requests put forth by the City Council and feels that all of their concerns have been
24 accommodated. He stated that he thinks this is a lovely project.

25
26 Commissioner Douglas stated that she feels the PUD does encourage innovations in development
27 for all styles of economic expansion and is in harmony with the City's Comprehensive Plan.

28
29 Commissioner Sorensen stated that he thinks a big part of being at this second level in the process
30 is making sure that what was included in the concept plan is still valid. He stated that he believes
31 the applicant has done a good job of including those items and agrees with the statements that the
32 other commissioners had already been made.

33
34 Commissioner Schwalbe stated that she feels that the concerns raised during the concept plan
35 phase have been addressed. She stated that she is excited about this project because she thinks it
36 will be gorgeous and will be a good fit for the site.

37
38 Chair Stockton noted that she likes the additional setback which allows for the tables for public
39 use.

40
41 Community Development Director Goellner reviewed some potential conditions that she had come
42 up with for the Commission to consider, based on their questions during the discussion. These
43 conditions include:

- 44 1. Require that tandem spaces are used by the same ownership entity;
- 45 2. Amenities on page 94 are required;

3. Easements shall be recorded dedicating public access as shown on the open space plan; and
4. A construction management plan shall be submitted for approval by the City which includes a focus on site access on Edgewood Court.

Commissioner Elg asked if all units would be assigned a private/personal parking space.

Community Development Director Goellner confirmed that this was the intent of the developer.

Planning Consultant Zweber stated that their plans match up with the Code requirements.

There being no further discussion, Chair Stockton asked for a motion on the application.

Commissioner Sorensen made a motion, seconded by Commissioner Douglas, to direct staff to prepare a draft Planning Commission Report and Recommendation with appropriate findings reflecting a recommendation of approval of a Planned Unit Development (PUD) General Plan, Shoreland Residential Planned Unit Development/Conditional Use Permit (PUD/CUP), and Zoning Map Amendment (Rezoning) for Westway Condominiums at 201 Lake Street East, including the four conditions outlined by staff based on the discussion, for review and adoption at the next Planning Commission meeting. The motion carried unanimously.

AGENDA ITEM 6. Other Items:

- a) Review of Development Activities
- b) Planning Commission Meeting Schedule

Community Development Director Goellner noted that the next meeting is scheduled for August 21, 2023 which will have discussion about fencing. She noted that the first meeting in September will be held on a Wednesday due to Labor Day and will include at least one public hearing. She noted that the City Council meeting dates for the month of October have shifted one week back and encouraged the Commission to check the schedule of liaisons for those meetings so they don't miss them.

AGENDA ITEM 7. Adjournment.

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

Commissioner Severson made a motion, seconded by Commissioner Schwalbe to adjourn the Planning Commission meeting. The motion carried unanimously.

The Planning Commission meeting was adjourned at 8:18 p.m.

Respectfully submitted,
Kayla Atkins Rokosz
TimeSaver Off Site Secretarial, Inc.



City of Wayzata Planning Commission Agenda Report

MEETING DATE: August 21, 2023	AGENDA ITEM: 4.b
TITLE: Approval of Planning Commission Report and Recommendation of Approval for Planned Unit Development (PUD) General Plan, Shoreland Residential Planned Unit Development/Conditional Use Permit (PUD/CUP), and Zoning Map Amendment (Rezoning) for Westway Condominiums at 201 Lake Street East	
PREPARED BY: Eric Zweber, Planning Consultant, Valerie Quarles, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: November 14, 2023 (Extended to 120 days)	

BACKGROUND:

The applicant, Westway LLC, and owner, Lowell Zitzloff, have submitted a Development Application for the property at 201 Lake Street East. The applicant is proposing to remove the existing 33,000 square foot (2-story) office building in order to replace it with a new 106,000 square foot (3-story) mixed use building comprised of 44 condominium units with a mixture of uses:

- 38 residential condominium units
- 3 commercial condominium units
- 3 flex condominium units (commercial and/or residential use)

The intent is for all residential and commercial condominiums to be sold and operate under a single homeowner's association.

The project includes a single building designed to look like two buildings (east residences and west residences). The buildings will be connected by a shared atrium, courtyard, and underground parking. The commercial condominiums would be located on Lake Street with the residential condominiums located toward the rear of the site as well as on the entire second and third stories. The western 3 units on the first floor of the west residences are designated as "flex" units meaning that they could be used as residential units, commercial units, or live/work units.

The Planning Commission reviewed the application at their August 7 meeting and voted 6-0 to recommend approval of the application. They discussed the flexible-use condominium units on the ground floor, the stormwater pond and surrounding area, surface parking and pedestrian accessibility, public access, and the proposed trail. Overall, the Commission was pleased with the progress made between Concept and General PUD stages and included the following conditions in their approval:

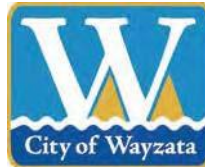
- Require that tandem spaces are used by the same ownership entity, to reduce conflict
- Require amenities suggested within the application materials
- Require public access easements as shown
- Require site access on Edgewood Court be addressed as part of the construction management plan

ACTION REQUESTED:

Staff recommends approval of the Planning Commission Report and Recommendation.

ATTACHMENTS:

1. 201 Lake St E - PC Report and Recommendation



WAYZATA PLANNING COMMISSION

August 21, 2023

REPORT AND RECOMMENDATION OF APPROVAL OF PUD GENERAL PLAN, SHORELAND RESIDENTIAL PLANNED UNIT DEVELOPMENT/CONDITIONAL USE PERMIT (PUD/CUP), AND ZONING MAP AMENDMENT AT 201 LAKE STREET EAST

SUMMARY OF RECOMMENDATION

1. **Approval*** of Planned Unit Development (PUD) General Plan
2. **Approval*** of Shoreland Residential Planned Unit Development/Conditional Use Permit (PUD/CUP)
3. **Approval*** of Zoning Map Amendment (Rezoning)

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

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 **Project.** Applicant and property owner Westway LLC (the “Applicant”) has submitted a development application (the “Application”) for the property at 201 Lake Street East (the “Property”) requesting approval of a (i) PUD General Plan; (ii) Subdivision/Lot Combination; (iii) Variance for Unit Size; (iv) Zoning Map Amendment (Rezoning) and (v) Design Deviations to allow for the removal an existing 33,000 square foot (2-story) office building and the construction of a new 106,000 square foot (3-story) mixed use building comprised of 44 condominium units with a mixture of uses (the “Project” or the “Proposed PUD”). The City Council previously approved a PUD Concept Plan, Building Height Variance and a Shoreland Impact Plan/Condition Use Permit for Building Height for the Project on December 6, 2022, and the Application represents the next stage of required approvals for the Project.
- 1.2 **Application Requests.** The Application includes requests for approval of the following:

- A. PUD General Plan: A PUD general plan under Section 933.06 for a three-story building (106,000 square feet) with 38 residential condominium units, 3 commercial condominium units, and 3 flexible use (residential and/or commercial) condominium units, as further detailed in the Application (the “PUD General Plan”).
- B. Shoreland Residential Planned Unit Development Conditional Use Permit (the “Shoreland PUD/CUP”): A Shoreland PUD/CUP under Sections 933.02, 933.03 and 991.17 for 38 to 41 residential condominium units within the Shoreland District.
- C. Zoning Map Amendment (the “Rezoning” or “Zoning Ordinance Amendment”): An amendment to the official Zoning Map of the City under Sec. 903.02 to rezone the Property from C-4A Limited Central Business District to Planned Unit Development (PUD) District.

- 1.3 Property. The street address, property identification number and owner of the Property are:

Address	PID	Owner
201 Lake Street East	06-117-22-32-0364	Westway, LLC

- 1.4 Land Use. The Property is zoned C-4A Limited Central Business District and guided Central Business District under the 2040 Wayzata Comprehensive Plan. The Property also falls within the S/Shoreland Overlay District, Wetlands Overlay District, and the Lake Street Design District.
- 1.5 Neighborhood Meeting; Notice and Public Hearing. A neighborhood meeting on the Application was held on July 20, 2023 in accordance with City policy. Notice of a public hearing on the Application was published in the *Sun Sailor* on July 27, 2023 and mailed to all property owners and renters located within 750 feet of the Property on July 27, 2023. Notice of the meeting was also sent to the DNR on July 19, 2023. The public hearing on the Application was held at the August 7, 2023 Planning Commission meeting.

Section 2. STANDARDS

- 2.1 PUD General Plan. The PUD General Plan of Development stage submissions should depict and outline the proposed implementations of the PUD General Concept Plan stage for a PUD. The same review procedure by the Planning Commission is to be followed for a PUD General Plan of Development as was followed with respect to an applicant's Concept Plan. That procedure and applicable standards are as follows:

- A. Intent and Purpose of PUDs. Chapter 933 of the Zoning Ordinance provides for the establishment of Planned Unit Developments to allow greater flexibility in the development of neighborhoods and/or non-residential areas by incorporating design modifications as part of a PUD conditional use permit or a mixture of uses when applied to a PUD District. The PUD process, by allowing deviation from the strict provisions of the Zoning Ordinance related to setbacks, lot area, width and depth, yards, etc., is intended to encourage:
1. Innovations in development to the end that the growing demands for all styles of economic expansion may be met by greater variety in type, design, and placement of structures and by the conservation and more efficient use of land in such developments.
 2. Higher standards of site and building design through the use of trained and experienced land planners, architects, landscape architects, and engineers.
 3. More convenience in location and design of development and service facilities.
 4. The preservation and enhancement of desirable site characteristics such as natural topography and geologic features and the prevention of soil erosion.
 5. A creative use of land and related physical development which allows a phased and orderly development and use pattern.
 6. An efficient use of land resulting in smaller networks of utilities and streets thereby lower development costs and public investments.
 7. A development pattern in harmony with the objectives of the Wayzata Comprehensive Plan. (PUD is not intended as a means to vary applicable planning and zoning principles.)
 8. A more desirable and creative environment than might be possible through the strict application on zoning and subdivision regulations of the City.
- B. General Standards. Section 933.02.A of the Zoning Ordinance sets forth the general standards for a PUD and review of a PUD application. These include:
1. Health Safety and Welfare; Council Discretion. In reviewing the PUD application, the Council shall consider comments on the application of those persons appearing before the Council, the report and recommendations of the Planning Commission, the recommendations on design and any staff report on the application. The Council also shall evaluate the effects of the proposed project upon the health,

safety and welfare of residents of the community and the surrounding area and shall evaluate the project's conformance with the overall intent and purpose of Section 33 of the PUD Ordinance. If the Council determines that the proposed project will not be detrimental to the health, safety and welfare of residents of the community and the surrounding area and that the project does conform with the overall intent and purpose of Section 33 of the PUD Ordinance, it may approve the PUD, although it shall not be required to do so.

2. Ownership. Applicant/s must own all of the property to be included in the PUD.
3. Comprehensive Plan Consistency. The PUD project must be consistent with the City's Comprehensive Plan.
4. Sanitary Sewer Plan Consistency. The PUD project must be consistent with the City's Sanitary Sewer Plan.
5. Common Open Space. The PUD project must provide common private or public open space and facilities at least sufficient enough to meet the minimum requirements established in the Comprehensive Plan, and contain provisions to assure the continued operation and maintenance of such.
6. Operating and Maintenance Requirements. Whenever common private or public open space or service facilities are provided within a PUD, the PUD plan must contain provisions to assure the continued operation and maintenance of such open space and service facilities to a predetermined reasonable standard. Common private or public open space and service facilities within a PUD must be placed under the ownership of one of the following, as approved by the City Council: (i) dedicated to the public, where a community-wide use is anticipated, (ii) Landlord control, where only tenant use is anticipated, or (iii) Property Owners Association, provided the conditions of 933.2.A.6.c are met.
7. Staging of Public and Common Open Space. When a PUD provides for common private or public open space, and is planned as a staged development over a period of time, the total area of common or public open space or land escrow security in any stage of development shall, at a minimum, bear the same relationship to the total open space to be provided in the entire PUD as the stages or units completed or under development bear to the entire PUD.
8. Density. The PUD project must meet the density standards agreed upon by the applicant and City, which must be consistent with the Comprehensive Plan.

9. Utilities. All utilities associated with the PUD must be installed underground and meet the utility connection requirements of Section 933.02.A.10.
 10. Utility Connections. All utilities associated with proposed PUD must meet the utility connection requirements of Section 933.02.A.10.
 11. Roadways. All roadways associated with the PUD must conform to the Design Standards and Wayzata Subdivision Regulations, unless otherwise approved by City Council.
 12. Landscaping. All landscaping associated with the PUD must be according to a detailed plan approved by the City Council. In assessing the plan, the City Council shall consider the natural features of the particular site, the architectural characteristics of the proposed structure and the overall scheme of the PUD plan.
 13. Setbacks. The front, rear and side yard restrictions on the periphery of the Planned Unit Development site at a minimum shall be the same as imposed in the underlying districts, if a PUD conditional use permit, or the previous zoning district, if a PUD District. No building shall be located less than fifteen (15) feet from the back of the curb line along those roadways which are part of the internal street pattern.
 14. Height. The maximum building height to be considered within a PUD District shall be thirty five (35) feet and three (3) stories, whichever is lesser. There shall be no deviation from the height standards applied within the applicable zoning districts for PUD conditional use permits. In PUD Districts for parcels that were zoned commercial prior to PUD and which exceed 13 acres, the maximum allowable height and number of floors shall be as negotiated and agreed upon between the applicant and the City.
- C. Residential PUD Standards. Section 933.03 sets forth lot area, minimum frontage, municipal water and sewer availability, roadway and parking standards for PUDs which have a residential components. In addition to the standards set forth in these sections, City Council may impose such other standards for a PUD project as are reasonable and as the Council deems are necessary to protect and promote the general health, safety and welfare of the community and the surrounding area.
- D. PUD Procedure.
1. Concept Plan Approval Non-Binding. Concept Plan approval is the first step in a multi-stage process of City review and approval of a PUD. Concept Plan approval in no way binds the City to subsequent

approval of a General Plan of Development or other approvals that may be required. Section 933.05.B.

2. Application Contents. An application for approval of a Concept Plan of development for a PUD project must contain the information and materials listed in Section 933.06.C unless the Planning Commission finds it to be unnecessary to the consideration of the specific proposal.

2.2 Shoreland PUD/CUP. Under Sec. 991.17 of the Shoreland Ordinance, all lots developed with five or more dwelling units require approval of a planned unit development conditional use in compliance with the Shoreland Ordinance, including the criteria of Sec. 933.02, 933.03 and 991.17 of the PUD and Shoreland Ordinances, which include:

- A. Residential planned unit development shall be processed as a conditional use in accordance with Chapter 933 of the Zoning Ordinance.
- B. Application for a residential planned unit development shall follow the guidelines in Chapter 933 of the Zoning Ordinance.
- C. Site "Suitable Area" Evaluation. Proposed residential planned unit developments shall be evaluated using the following procedures and standards to determine the suitable area for the dwelling unit/dwelling site density evaluation in Section 991.17.D, E, and F of the Zoning Ordinance.
 1. The development parcel shall be divided into tiers by locating one or more lines approximately parallel to a line that identifies the ordinary high water level at the following intervals, proceeding landward.
 2. The suitable area within each tier is next calculated by excluding from the tier area all wetlands, bluffs, or land before the ordinary high water level of public waters. This suitable area and the proposed development are then subjected to the residential planned unit development density evaluation steps to arrive at an allowable number of dwelling units or sites.
- D. PUD Density Evaluation. The procedures for determining the "base" density of a PUD and density increase multipliers are as follows: Allowable densities may be transferred from any tier to any other tier further from the water body, but shall not be transferred to any other tier closer.
- E. PUD "Base" Density Evaluation. The suitable area within each tier is divided by the single residential lot size standard for lakes. Proposed locations and numbers of dwelling units or sites for the residential planned unit developments are then compared with the tier, density, and suitability analyses herein and the design criteria in Section 991.18.G of the Zoning Ordinance.

F. Maintenance and Design Criteria.

1. Before final approval of a residential planned unit development, adequate provisions shall be developed for preservation and maintenance in perpetuity of open spaces and for the continued existence and functioning of the development.
 2. Open Space Preservation. Deed restrictions, covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent means shall be provided to ensure long-term preservation and maintenance of open space. The instruments shall include all of the following protections.
 - a) Commercial use prohibited (for residential PUDs); and
 - b) Vegetation and topographic alterations other than routine maintenance prohibited; and
 - c) Construction of additional buildings or storage of vehicles and other materials prohibited; and
 - d) Uncontrolled beaching of watercraft prohibited.
 3. Development organization and functioning. Unless an equally effective alternative community framework is established, when applicable, all residential planned unit developments shall use an owners association with the following features.
 - a) Membership shall be mandatory for each dwelling unit or site purchaser and any successive purchasers;
 - b) Each member shall pay a pro rata share of the association's expenses, and unpaid assessments can become liens on units or sites;
 - c) Assessments shall be adjustable to accommodate changing conditions; and
 - d) The association shall be responsible for insurance, taxes, and maintenance of all commonly owned property and facilities.
- G. Open Space Requirements. Residential planned unit developments shall contain open space meeting the following criteria.
1. At least 30 percent of the total development area shall be preserved as open space;
 2. Dwelling units or sites, land covered by road surfaces, parking areas, or structures are developed areas and shall not be included in the computation of minimum open space;
 3. Open space shall include areas with physical characteristics unsuitable for development in their natural state, and areas containing significant historic sites or unplatted cemeteries;
 4. The appearance of open space areas, including topography, vegetation, and allowable uses, shall be preserved by use of restrictive deed covenants, permanent easements, public dedication and acceptance, or other equal effective and permanent means.
- H. Erosion Control and Stormwater Management. Erosion control and stormwater management plans shall be developed and the residential planned unit development shall.

1. Be designed, and the construction managed, to minimize the likelihood of serious erosion occurring either during or after construction. This shall be accomplished by limiting the amount and length of time of bare ground exposure. Temporary ground covers, sediment entrapment facilities, vegetated buffer strips, or other appropriate techniques shall be used to minimize erosion impacts on surface water features. Erosion control plans approved by a soil and water conservation district may be required if project size and site physical characteristics warrant; and
 2. Be designed and constructed to effectively manage reasonably expected quantities and qualities of stormwater runoff.
- I. Centralization and Design of Facilities. Centralization and design of facilities and structures shall be done according to the following standards:
1. Dwelling units or sites shall be clustered into one or more groups and located on suitable areas of the development. They shall be designed and located to meet or exceed the following dimensional standards for the relevant shoreland classification setback from the ordinary high water level, elevation above the surface water features, and maximum height. Setbacks from the ordinary high water level shall be increased in accordance with Section 991.17.F of this Ordinance for developments with density increases;
 2. Structures, parking areas, and other facilities shall be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks, or color, assuming summer, leaf-on conditions. Vegetative and topographic screening shall be preserved, if existing, or may be required to be provided;
 3. Accessory structures and facilities shall meet the required principal structure setback and shall be centralized.

2.3 Zoning Map Amendment. City Council has the discretion and authority under state law and City Code to amend the City's Zoning Ordinance (Text or Zoning Map). In considering a proposed amendment to the Zoning Ordinance under Sec. 903.02.F of the Zoning Ordinance, the Planning Commission and City Council must consider the possible adverse effects of the proposed amendment. Their judgment shall be based upon (but not limited to) the following factors:

- A. The proposed action in relation to the specific policies and provisions of the official City Comprehensive Plan.
- B. The proposed use's conformity with present and future land uses of the area.
- C. The proposed use's conformity with all performance standards contained in the Zoning Ordinance (i.e., parking, loading, noise, etc.).
- D. The proposed use's effect on the area in which it is proposed.

- E. The proposed use's impact upon property value in the area in which it is proposed.
- F. Traffic generation by the proposed use in relation to capabilities of streets serving the property.
- G. 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

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

- 3.1 PUD General Plan. The PUD General Plan submitted depicts and outlines the proposed implementations of the PUD Concept Plan for a PUD, including the suggestions and conditions of approval of the PUD Concept Plan. The PUD proposed under the PUD General Plan ("Proposed PUD") would meet the standards of the PUD Ordinance.
 - A. Intent and Purpose of PUDs. The Proposed PUD would represent:
 - 1. Innovations in development that would (i) provide a greater variety in type, design, and placement of structures; and (ii) conserve and make more efficient use of land.
 - 2. Higher standards of site and building design through the use of trained and experienced land planners, architects, landscape architects, and engineers. The design, style and massing of the proposed building successfully integrates into the location and the challenges of the Property that borders Lake Street and residential/commercial mixed uses, wetlands, and a residential neighborhood; and (ii) the design, style and massing of the proposed building would successfully reflect a high-quality, classic residential style, typical of the area.
 - 3. More convenience in location and design of development, given its proximity to Lake Street.
 - 4. The preservation and enhancement of desirable site characteristics, including the natural topography of wetlands, that will help in the treatment of stormwater runoff.
 - 5. A creative use of land and related physical development which will provide a phased and orderly development and use pattern from the

active areas of Lake Street, to the natural areas of the wetland, and to the adjacent residential neighborhood.

6. An efficient use of land resulting in smaller networks of utilities and streets thereby lower development costs and public investments.
7. A development pattern in harmony with the objectives of the Wayzata Comprehensive Plan, which (i) include multi-generational development, life cycle housing options, and City nodes with greater housing diversity, and (ii) support development that recognizes the diverse housing needs of the community, including all affordability levels.
8. A more desirable and creative environment than might be possible through the strict application on zoning and subdivision regulations of the City.

B. General Standards.

1. Health Safety and Welfare; Council Discretion. The effects of the Proposed PUD upon the health, safety and welfare of residents of the community and the surrounding area will be positive and not detrimental.
2. Ownership. The Applicant owns all of the property to be included in the Proposed PUD.
3. Comprehensive Plan Consistency. The Proposed PUD would be consistent with the City's Comprehensive Plan.
4. Sanitary Sewer Plan Consistency. The Proposed PUD would be consistent with the City's Sanitary Sewer Plan.
5. Common Open Space. The Proposed PUD would provide common private and public open space sufficient enough to meet the minimum requirements established in the Comprehensive Plan, and contains provisions to assure the continued operation and maintenance of such.
6. Operating and Maintenance Requirements. The General Plan for the Proposed PUD contains provisions to assure the continued operation and maintenance of such open space to a predetermined reasonable standard.
7. Staging of Public and Common Open Space. The open space of the Proposed PUD is not planned as a staged development over a period of time.

8. Density. The Proposed PUD would not be inconsistent with any density standards of the Comprehensive Plan.
 9. Utilities. All utilities associated with the Proposed PUD would be installed underground and meet the utility connection requirements of Section 933.02.A.10.
 10. Utility Connections. All utilities associated with Proposed PUD would meet the utility connection requirements of Section 933.02.A.10.
 11. Roadways. All roadways associated with the Proposed PUD will be evaluated to ensure conformance to the Design Standards.
 12. Landscaping. All landscaping associated with the Proposed PUD will be according to a detailed plan incorporated into the PUD plans.
 13. Setbacks. The front, rear and side yard restrictions on the periphery of the Proposed PUD site would comply with the C-4A Limited Central Business District (the previous zoning district if the Property is rezoned to PUD District).
 14. Height. The maximum building height of the building within the Proposed PUD exceeds thirty five (35) feet or three (3) stories with a 4-foot 10-inch building height variance approved on December 6, 2023.
- C. Residential PUD Standards. The Proposed PUD would meet the minimum frontage, municipal water and sewer availability, roadway and parking standards for PUDs which have a residential components.
- 3.2 Shoreland PUD/CUP. The Project falls within the Shoreland Overlay District, and requires a Shoreland PUD/CUP because it will include more than five dwelling units. With respect to the criteria for the Shoreland PUD/CUP, the Commission finds:
- A. The residential units would not have a negative effect upon the health, safety and welfare of residents of the community and the surrounding area.
 - B. The residential units are consistent with the Comprehensive Plan.
 - C. At least 30% of the development is landlord controlled open space.
 - D. There is no density variation for the residential units beyond the 4-foot 10-inch building height variance approved on December 6, 2023.
 - E. The proposed building requests a building height deviation of 4 feet 10 inches, as approved by the Wayzata City Council on December 6, 2023.

- F. Certain open space as shown on the Project open space plan will be preserved for the public in perpetuity.

3.3 Zoning Map Amendment. The Planning Commission has considered all of the factors of Sec. 903.02.F of the Zoning Ordinance and finds that the Zoning Ordinance Amendment would not have any adverse effects that would not be appropriately managed or outweighed by the overall positive effects of the Project. The Zoning Ordinance Amendment meet the applicable standards in that:

- A. The Zoning Ordinance Amendment does not contravene any policies and provisions of the official City Comprehensive Plan, and would instead better implement them as noted elsewhere in this Report.
- B. The Zoning Ordinance Amendment would conform with the present and future land uses within the City.
- C. The Zoning Ordinance Amendment would conform with all performance standards contained in the Zoning Ordinance, and improve the conditions of the Property.
- D. The Zoning Ordinance Amendment would not have a negative effect on any areas of the City, and instead improve the conditions of the Property.
- E. The Zoning Ordinance Amendment would not have any known negative effect on property values in the City.
- F. Traffic generation by the use associated with the Project in relation to capabilities of streets serving the Property would be well-managed and aspects would improve under the Project.
- G. The Zoning Ordinance Amendment would not negatively impact existing public services and facilities including parks, schools, streets, and utilities, and the City's service capacity.

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 (i) PUD General Plan; (ii) Shoreland PUD/CUP; and (iii) Rezoning, 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 Project, including: (i) building codes and land use regulations; (ii) City Code and policies applicable to days and times of work, and construction management; and (iii) federal and state laws, regulations, and licensing requirements.

- B. Stormwater Facilities, Grading, Drainage, and Erosion Plans for the Project the must be approved by the City Engineer prior to the submission of building permits and submitted to the City for review.
- C. The Applicant must enter into a PUD Development Agreement with the City, with terms and in a form acceptable to the City Attorney, that incorporates the approvals and conditions of this Resolution, the plans and specifications of the approved PUD General and Final Plans, and the requirements of the Zoning Ordinance.
- D. The Final PUD Plan and/or PUD Development Agreement must incorporate all of the following: (i) a requirement that tandem parking spaces in the building are owned/controlled and used by the same unit owner; (ii) the final landscaping amenities (as indicated on page 94 of the Planning Commission packet dated August 7, 2023) benefiting neighboring properties; (iii) easements ensuring public access to areas shown in the open space plan; (iv) uses of commercial and flex units in the PUD shall comply with the permitted, accessory, and conditional uses of the C-4A zoning district; and (v) a construction management plan acceptable to City staff.
- E. 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 this 21st day of August 2023.

Attachments:

Attachment A: Legal Description

Attachment A
Information and Legal Description of Property

Address	201 Lake Street East, Wayzata MN
PID	0611722230364
Legal Description	Lot 1, Block 1 Lake West
Abstract or Torrens	Both
Certification No.	1486029



City of Wayzata Planning Commission Agenda Report

MEETING DATE: August 21, 2023	AGENDA ITEM: 5.a
TITLE: Consideration of Zoning Text Amendments to Chapter 918, Fencing/Screening	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

The intent of updating the fence code is to promote usability for the public, staff, and installers; ensure that Wayzata's aesthetic standards are being met; and ensure that all standards are practical and useful limitations that serve all stakeholders. The Zoning Task Force reviewed the fence code changes at their May 22 meeting and recommended that they be forwarded to the Planning Commission, with a few adjustments.

The Planning Commission reviewed the proposed changes at their July 17 meeting and recommended that fences that propose to be taller or more solid than the typical regulations should be processed as variances, not conditional use permits, as the need for a unique fence is typically rooted in a unique property condition.

Staff also took the opportunity to amend the chapter's section on non-conforming fences in order to bring it into alignment with the City and State's rules on non-conforming property conditions.

The attached copy of Chapter 918 reflects these changes, and a Report and Recommendation incorporating the amended code is also included.

ACTION REQUESTED:

Staff recommends approval of the Planning Commission Report and Recommendation.

ATTACHMENTS:

1. Planning Commission Minutes Excerpt from July 17, 2023 Meeting
2. Draft Planning Commission Report and Recommendation
3. Amendments to Chapter 918 - Redlined Copy
4. Amendments to Chapter 918 - Clean Copy

1 **WAYZATA PLANNING COMMISSION**
2 **MEETING MINUTES EXCERPT**
3 **JULY 17, 2023**
...

20
21 **AGENDA ITEM 5. Public Hearing Item**
22

23 **a) Consideration of Zoning Text Amendments to Chapter 918, Fencing/Screening**
24

25 Assistant Planner Quarles gave an overview of proposed text amendments to Chapter 918 related
26 to fencing and screening. She reviewed the proposed changes to the building materials, height,
27 opacity, hedges, and plantings standards, as well as the recommendation to remove fence
28 conditional use permits (CUPs). She explained the differences between CUPs and variances and
29 why staff prefers a variance approach in this case, and reviewed the primary questions for the
30 Commission to consider for this Zoning Ordinance amendment discussion.
31

32 At the conclusion of Planner Quarles presentation, Chair Stockton asked if the Commission had
33 any questions for Staff.
34

35 Commissioner Elg asked about the procedural and cost differences, for the homeowner, when
36 requesting a CUP versus a variance.
37

38 Planner Quarles stated that there would not be a significant difference for the homeowner because
39 either application would still have to go through both the Planning Commission and the City
40 Council. She noted that in terms of cost, she thinks it will be very similar because it is just a single
41 request and would follow the same process as any other land use application.
42

43 Chair Stockton asked if it was possible for an administrative process to be put into place.
44

1 Community Development Director Goellner stated that the City would need standards within the
2 Code that outline exactly what staff has authority to do, and explained that it would need to be
3 very specific.

4
5 Commissioner Douglas asked whether a CUP or a variance would drive more people to the
6 Planning Commission. She stated that she believes the discussion at the Task Force was that this
7 approach would not be as complicated.

8
9 Planner Quarles stated she did not think either option was less complicated than the other, and
10 reiterated that both would still have to come through the Planning Commission. She stated that
11 the narrative and reasons for the fence may have more of a difference, and gave the example of a
12 CUP where the applicant could try to show that the fence is not impactful or a problem to the
13 neighborhood and with a variance, it would be more of a 'pitch' and an explanation about their
14 situation and why a fence makes sense.

15
16 Commissioner Douglas stated that she liked a variance approach where they can look at other
17 properties in the area and look at whether it fits in or changes the character of the neighborhood.

18
19 City Attorney Schelzel noted that he supports staff's recommendation and explained that in his
20 experience with the City, some people think that if the City grants variances then something wrong,
21 which he did not think was true from a legal perspective. He stated that the standards that the
22 Commission would apply in looking at a variance request to put in a fence that is beyond the set
23 standards are whether it is reasonable, if it will have an adverse effect on the area, and if it is related
24 to some sort of unique condition on the property. He stated that he believes these things are more
25 useful criteria for evaluating an exceptional fence than a CUP, where if the conditions are met the
26 permit must issue. He explained that in some sense a variance is more subjective but it allows for
27 more of an analysis that in the end would be more effective for allowing fences that they feel are
28 reasonable and saying no to fences that they feel are not. He stated that an applicant would need
29 to state their case about why they feel they have practical difficulties, why it was reasonable and
30 why it would not have a negative effect on the area.

31
32 Commissioner Merriam asked about item 1B on page 31 of the packet and why it states 50% solid
33 matter and not 75%. She also asked why it was not kept the height not exceeding 8 feet and asked
34 if it had to be between 4 and 8 feet in height.

35
36 City Attorney Schelzel stated that this is in the CUP section so this would be above and beyond
37 the standard and may not apply if the commission went with the variance approach.

38
39 Assistant Planner Quarles stated that the 50% solid matter item is a mistake and should be changed
40 to 75%. She explained that the height between 4 and 8 feet was just to clarify that a solid fence in
41 the front yard, below 4 feet, does not require a CUP.

42
43 Commissioner Sorensen asked if this was taking about a side yard fence in the same item 1B on
44 page 31 and if so why didn't just use that terminology.

45
46 Assistant Planner Quarles stated that this would refer to both a side and front yard fence.

1
2 Commissioner Sorensen stated that he would suggest staff consider the wording in this paragraph.
3 He asked if the City changed the standard from requiring a CUP rather than a variance if that
4 meant, in subparagraph F, that would all become by variance.

5
6 City Attorney Schelzel stated that if the City moved away from a CUP, those references to a CUP
7 and CUP standards would all come out. He noted that it would not say something like, 'but if you
8 want a variance, just ask for it.' as that is the case for any part of the zoning code.

9
10 Commissioner Schwalbe stated that a few of the Planning Commissioners have been on the Zoning
11 Task Force and asked if they were aware that staff would prefer a variance over a CUP process.

12
13 Chair Stockton stated that she served on the Zoning Task Force and explained that was a difficult
14 meeting on this topic because they had a lot of technical challenges, and explained that she did not
15 feel that they had the opportunity to fully evaluate this particular aspect.

16
17 Commissioner Douglas stated that she would agree because they were in and out every few
18 minutes with the technical challenges. She asked if vinyl plank would include split rail fencing
19 and referenced page 32, under 2, that states a required screening fence shall be constructed of
20 masonry, brick, wood, or metal. She stated that vinyl was not included in this description and
21 asked if it should be added.

22
23 Assistant Planner Quarles stated that it looks like this particular section is for screening apartment
24 buildings from other uses, and she would not see an issue with using vinyl fencing for that purpose.

25
26 Commissioner Douglas noted that for tennis courts it states up to 10 feet and asked if that was for
27 any kind of material as referenced on page 30 of the packet. She asked if that meant it could be a
28 solid fence.

29
30 Commissioner Merriam noted that it was typically a chain link fence.

31
32 Assistant Planner Quarles stated that the tennis court stipulation is not limited to properties over 5
33 acres. She stated that the chain link point does not become an issue because the City only allows
34 tennis courts in the rear yard and chain link is already allowed. She noted that the 5 acre cut off is
35 for properties that would like to use barbed wire to enclose their properties.

36
37 Commissioner Merriam asked if someone that had 5 acres would be allowed to put up a barbed
38 wire fence.

39
40 Assistant Planner Quarles explained that they could with a CUP under the current code.

41
42 Commissioner Merriam asked what the conditions would be to allow barbed wire.

43
44 Assistant Planner Quarles stated that it would be the same conditions for any fence allowed by
45 CUP, such as, it does not create a safety hazard or cause any issues with character. She stated that

1 she would guess that this is a much older regulation and had more to do with agricultural uses or
2 farming.

3
4 Commissioner Merriam asked if the City still needed to include barbed wire within their code.

5
6 Commissioner Severson stated that she would like it to be in the code just in case someone would
7 like to put it in.

8
9 Commissioner Merriam stated that she does not understand why the City would even want to allow
10 barbed wire at all.

11
12 Assistant Planner Quarles stated that is a question that could be solved through choosing CUP or
13 variance standards, and noted that either way they would be coming before the Planning
14 Commission.

15
16 Commissioner Merriam asked if it would automatically become a variance standard if they
17 removed barbed wire from the code language.

18
19 Assistant Planner Quarles stated that would be the case because someone would be saying that
20 they would like to use a different material than what is allowed.

21
22 Commissioner Merriam reiterated that she did not feel there was any need to keep barbed wire as
23 a fencing option.

24
25 Commissioner Elg stated that he did not hear an answer about the height of the tennis court fencing,
26 and asked if there could be a 10 foot tall solid vinyl fence.

27
28 Assistant Planner Quarles stated that it does not appear to specify that, but noted that she has not
29 seen solid tennis court walls proposed. She stated that she feels it is important for the Commission
30 to discuss whether CUPs or variances would be the appropriate way to move forward.

31
32 Commissioner Sorensen referenced item 6 under specific fence standards, which talks about a
33 situation where someone's backyard is in common with the adjacent properties side yard. He
34 stated that in this instance, it appears as though they would be going back to the standards that
35 would apply to what the side yard setback would be for the adjacent property.

36
37 Assistant Planner Quarles stated that was correct, and would basically say that if you have a corner
38 lot next to you and your rear yard is their side yard, your fence should be acting more like a side
39 yard than a rear yard. She stated that in that instance you can install a short, solid fence or a taller,
40 less solid fence, and reiterated that it was basically saying that it should be treated as a side yard.

41
42 Commissioner Sorensen stated that he wants to make sure that it is clear that, if they have this
43 situation, they can put in a fence taller than 4 feet.

44
45 There being no additional questions from the Commission for staff, Chair Stockton opened the
46 public hearing on the application at 7:16 pm.

1
2 Director Goellner stated there were no people that called in to the meeting that have asked to speak
3 at the public hearing.
4

5 There being no one present in Council chambers and no one online wishing to comment on the
6 application, Chair Stockton closed the public hearing at 7:17 pm.
7

8 Chair Stockton asked for the Commission to share their thoughts and feedback.
9

10 Commissioner Elg stated that he agreed with the staff recommendation that it should be a variance
11 rather than a CUP because, for him, it resonates as a more direct and obvious way for applicants
12 to state their case. He explained that he feels the variance route felt more proper and clean.
13

14 Chair Stockton asked if there were any Commissioners that did not feel comfortable with the
15 change from CUP to variance and received no answer. She noted that in the discussion regarding
16 the rear yard/side yard situation, it appears as though the rule defaults to the lesser private situation
17 overall.
18

19 Assistant Planner Quarles stated that she felt that was accurate.
20

21 Chair Stockton stated that the trend seems to be for greater privacy, and asked if that was what the
22 Commission wanted because this feels like less privacy for the person who is looking into the back
23 yard area.
24

25 Commissioner Elg stated that he did not particularly like that approach but noted that he felt it was
26 not so much about privacy. He explained that he views fences as an issue in height when they may
27 be blocking traffic sight lines, but for someone's side or rear yard and the homeowner where it is
28 their back yard wants more privacy, he would want to accommodate that unless it is shown that
29 the concern is that it obstructs sight lines for oncoming traffic. He explained that he did not
30 understand the rationale for 48 inches for side yards unless it will block sight lines.
31

32 Chair Stockton noted that in other places she has lived, she has seen rules about reduction in fence
33 heights for side yards that are a certain distance from the road, for example the first 20 feet of the
34 fence is lower in order not to obstruct the site lines.
35

36 Commissioner Merriam referenced an example where her backyard was someone else's side yard
37 which ran along Wayzata Boulevard. She asked if it was more for aesthetics to only allow the
38 shorter side yard fencing and not the taller fencing. She noted that because it was someone else's
39 backyard, she could see why they would default to the side yard style fencing.
40

41 Chair Stockton asked if the City was defaulting towards the aesthetics of the street over personal
42 privacy.
43

44 Commissioner Merriam noted that they could ask for an exception just like they would with any
45 other code.
46

1 Commissioner Sorensen clarified that a side yard fence can be over 4 feet tall but needs to have a
2 certain percentage that is opaque.

3
4 Assistant Planner Quarles stated that if a side yard fence is over 4 feet tall, between 4 and 6 feet
5 tall, then it needs to be 50% solid or less.

6
7 Commissioner Sorensen asked if that should be 75%.

8
9 Assistant Planner Quarles stated that if the Commission approves, the proposed text amendment
10 would be 75%.

11
12 Commissioner Sorensen stated that he lives in a situation where his side yard is his neighbors
13 backyard. He stated that the more he has looked into this he has become comfortable with the side
14 yard requirements in this situation.

15
16 Commissioner Douglas stated that she remembers when they looked at Rice and Minnetonka
17 Avenue, and it was considered two front yards because it was on a corner and asked if that applied
18 to fences.

19
20 Assistant Planner Quarles stated that it does and that particular property would not get to have a
21 large rear yard fence much of anywhere because most of their yards are either front yards or side
22 yards.

23
24 Commissioner Elg noted that they could apply for a variance.

25
26 Chair Stockton stated that she believes there was consensus among the Commission to keep the
27 language for the side yard/rear yard as it has been proposed, and that the CUP should be changed
28 to a variance.

29
30 Commissioner Severson asked if there was any kind of language around fencing for pools and if
31 there would be any conflicts.

32
33 Assistant Planner Quarles stated that within the Swimming Pool chapter, there are specific fencing
34 requirements, for example, if you have a pool you have to have a fence that is 5 feet high and non-
35 climbable. She stated that it would be similar to a tennis court situation where the pool should be
36 situated in the back yard. She noted that some people just do the fencing around the immediate
37 pool area and some make it their property fence.

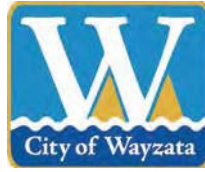
38
39 Commissioner Severson stated that in the property example just referenced by Commissioner
40 Douglas that property would not be allowed a swimming pool, so the fencing would not come into
41 play.

42
43 Assistant Planner Quarles stated that it would actually work if they used the wrought iron style
44 fencing that is not very solid.

1 Chair Stockton reiterated that it appears as though there was consensus among the Commission to
2 pass this with the proposed change from CUP to variance.

3
4 There being no further discussion, Chair Stockton asked for a motion on the application.

5
6 Commissioner Elg made a motion, seconded by Commissioner Sorensen, to direct staff to prepare
7 a draft Planning Commission Report and Recommendation with appropriate findings reflecting a
8 recommendation of approval for the Zoning Text Amendments to Chapter 918 Fencing/Screening,
9 with the recommendation to change the CUP approach to a variance, as discussed, for review and
10 adoption at the next Planning Commission meeting. The motion carried unanimously.



WAYZATA PLANNING COMMISSION

August 21, 2023

REPORT AND RECOMMENDATION OF APPROVAL OF ZONING ORDINANCE AMENDMENTS TO CHAPTER 918 RELATED TO FENCING/SCREENING

DRAFT

SUMMARY OF RECOMMENDATION

Approval* of Zoning Ordinance Text Amendments to Chapter 918 related to Fencing and Screening

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 Zoning Ordinance Amendments (text). City staff, working with the Zoning Task Force and the Planning Commission, has drafted certain amendments to Sections 918.01 and 918.03 of Chapter 918 of the Zoning Ordinance (Fencing/Screening) that are attached to this Report as Attachment A (the “Zoning Ordinance Amendments”). The purpose and intent of the Zoning Ordinance Amendments is to (i) make the Code provisions related to fencing and screening more usable for the public, staff, and fence/screening installers; (ii) ensure that Wayzata’s aesthetic standards are being met with respect to fences and screening; and (iii) ensure that the standards are practical, useful, and serve all stakeholders.
- 1.2 Notice and Public Hearing. Notice of the public hearing on the Zoning Ordinance Amendments was published in the *Sun Sailor* on July 6, 2023 and on the City’s website. The public hearing on the Zoning Ordinance Amendments was held at the July 17, 2023 Planning Commission meeting.

Section 2. STANDARDS

- 2.1 Zoning Ordinance Amendments. City Council has the discretion and authority under state law and City Code to amend the City's Zoning Ordinance (Text or Zoning Map). In considering a proposed amendment to the Zoning Ordinance under Sec. 903.02.F of the Zoning Ordinance, the Planning Commission and City Council must consider the possible adverse effects of the proposed amendment. Their judgment shall be based upon (but not limited to) the following factors:
- A. The proposed action in relation to the specific policies and provisions of the official City Comprehensive Plan.
 - B. The proposed use's conformity with present and future land uses of the area.
 - C. The proposed use's conformity with all performance standards contained in the Zoning Ordinance (i.e., parking, loading, noise, etc.).
 - D. The proposed use's effect on the area in which it is proposed.
 - E. The proposed use's impact upon property value in the area in which it is proposed.
 - F. Traffic generation by the proposed use in relation to capabilities of streets serving the property.
 - G. 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 materials submitted by City Staff, the Staff report, information presented at the public hearing, and the standards of the Wayzata Zoning Ordinance, the Planning Commission of the City of Wayzata makes the following findings of fact:

- 3.1 Zoning Ordinance Amendments. The Planning Commission has considered all of the factors of Sec. 903.02.F of the Zoning Ordinance and finds that the proposed Zoning Ordinance Amendments would not have any adverse effects, and would further the purpose and intent set forth in Section 1.1 of this Report related to improving the provisions of Chapter 918 related to fencing and screening. The Zoning Ordinance Amendments meet the applicable standards in that:
- A. The Zoning Ordinance Amendments do not contravene any policies and provisions of the official City Comprehensive Plan.

- B. The Zoning Ordinance Amendments would conform with the present and future land uses within the City in that they would provide a clearer set of regulations for fencing and screening in the City.
- C. The Zoning Ordinance Amendments would conform with all performance standards contained in the Zoning Ordinance, and provide a clearer set of regulations for fencing and screening in the City.
- D. The Zoning Ordinance Amendments would not have a negative effect on any areas of the City and would instead better regulate fencing and screening on properties in the City by ensuring that Wayzata's aesthetic standards are being met, and that the standards are practical, useful, and serve all stakeholders.
- E. The Zoning Ordinance Amendments would not have any significant adverse effect overall on property values in the City.
- F. There would be no effects on traffic generated by the Zoning Ordinance Amendments.
- G. The Zoning Ordinance Amendments would not negatively impact existing public services and facilities including parks, schools, streets, and utilities, and the City's service capacity.

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 Zoning Ordinance Amendments.

Adopted by the Wayzata Planning Commission this 21st day of August 2023.

Attachments:

Attachment A: Amendments to Chapter 918, Fencing/Screening

Attachment A

DRAFT

CHAPTER 918 - FENCING/SCREENING

918.01 - Fence Regulations.

A. **Permit Required.** Except as otherwise provided herein, no person shall erect, alter or relocate any fence within the City without first having been issued a permit therefor.

B. **Permit Fee.** A fee as established by City Council resolution shall be charged for a permit issued under this section for new fences, as well as the replacement of fences in the same location.

C. **Application Procedures.** Each application for a permit under this Section shall be submitted to the Zoning Administrator on forms provided by the City. Each such application shall include.

1. A Site plan drawn to scale showing the location of house(s), garage(s), and other improvements on the lot and the location of the fencing to be erected, altered or relocated.
2. A sketch or photocopy of the proposed fence.
3. Where appropriate, the signature of all side abutting neighbors.

D. **General Provisions.** All fences within the City shall be subject to the following general provisions:

1. No fences shall be placed on or extend into public rights-of-way.
2. All fences (hedges and plantings excluded) constructed shall require a permit under this Section. Permits may be issued by the Zoning Administrator or designee, if all requirements of this Ordinance have been met.
3. That side of any fence considered to be its "face" (i.e., the finished side having no structural supports) shall face abutting property.
4. Both sides of any fence shall be maintained in a condition of reasonable repair and appearance by its owner and shall not be allowed to become and remain in a condition of disrepair or danger, or constitute a nuisance, public or private.
5. Barbed wire fences are only allowed in the City of Wayzata by conditional use permit.
6. No person shall construct or maintain or allow to be constructed or maintained anywhere within the City any fence or metal construction which is charged by or connected with an electrical system.
7. No physical damage of any kind shall occur to abutting property.
8. All manmade fences located in front of the rear building line shall consist of materials comparable in grade and quality to the following: decorative masonry, vinyl or composite plastic, wrought iron or wood, provided the surfaces are finished for exterior use; or wood of proven durability is used, such as cedar or redwood.

9. A certificate of survey shall be required for all fences (except hedges and plantings) to be constructed up to or on the property line, unless corner property stakes are located and a survey exists in the property file.

E. Specific Fence Standards. Fences may be allowed in the City of Wayzata subject to the following specific standards:

1. Except as may be provided herein, manmade fences not exceeding six feet in height and consisting of completely solid matter may be permitted at or behind the rear building line as established by the primary structure on the lot.

2. Except as may be provided herein, fences not exceeding ~~482~~ inches in height and consisting of no more than ~~50-75~~ percent solid matter may be permitted in front of the front building line as established by the primary structure on the lot.

3. Except as may be provided herein, manmade fences may be permitted at or behind the front building line and in front of the rear building line as established by the primary structure on the lot, subject to the following standards:

a) Fences not exceeding ~~482~~ inches in height may consist of completely solid matter.

b) Fences over ~~482~~ inches in height, but not exceeding six feet in height, shall consist of no more than ~~50-75~~ percent solid matter for the entire fence.

4. Fences not exceeding six feet in height, for uses other than one and two family dwellings, may be permitted in front of the front building line as established by the primary structure on the lot, when required for screening of adjacent property. In such cases, the required front setback for the fence shall be the same as for the use which it is intended to screen. In no case shall a fence exceeding ~~482~~ inches in height be set back less than ten feet from the roadway in such instances.

5. On corner lots or lots adjacent to railroad rights-of-way, no fence shall be located in a sight visibility triangle unless it is in compliance with the sight clearance requirements for such lots as set forth in the Section 916.05 of this Ordinance.

6. Should the rear lot line of a lot in a residential district be common with the side lot line of an abutting lot, that portion of the rear lot line equal to the required front yard setback of the abutting lot shall be fenced in accordance with the provisions of Section 918.01.E.2.

7. Fences up to ten feet in height may be permitted to enclose tennis courts where allowed or permitted by conditional use.

8. Natural hedges or plantings utilized as fences ~~in the R-1A and R-1 Zoning Districts~~ are allowed with no height restrictions in front, side, and rear yards in all residential zoning districts.

9. There are no height restrictions on natural hedges or plantings utilized as fences located behind the rear building line of the principal structure in any residential zoning district.

~~F. Fence Standards Allowed by Conditional Use Permit. In accordance with all conditional use permit procedures set forth in Chapter 904 of this Ordinance, special fencing~~

~~arrangements may be approved as a conditional use permit by the City. The following fences may be approved by conditional use permit only in accordance with the standards as set forth herein:~~

~~1. Fences allowed by conditional use permit are as follows:~~

~~a) Fences generally not exceeding a height of eight feet in locations where fences of up to six feet height are permitted, except for within a side or rear of a required lakeshore setback area.~~

~~b) Fences consisting of greater than 50 percent solid matter in front of the rear building line up to the front property line and not exceeding a height of eight feet of a height between four and eight feet. In no case shall a fence extend into the public right-of-way or be located nearer than ten' feet from the street or roadway.~~

~~c) Barbed wire fences used to enclose an area of five acres or more, or on the top of security fences where essential to the protection of private goods and property or the public health, safety and welfare as deemed appropriate.~~

~~2. Standards for evaluating fence conditional use permits are as follows:~~

~~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 904.02.G of this Ordinance are considered and satisfactorily met.~~

~~**G. Non-Conforming Fences.** It is the intent of this Ordinance to allow the continuation of such non-conforming fences until they are discontinued as provided herein. However, it is not the intent of this Ordinance to encourage the survival of non-conforming fences and such fences are declared to be incompatible with permitted fences within the City. Such fences shall be regulated by the following provisions:~~

~~1. No existing fence not permitted by this Ordinance in the district within which it is located, except when required to do so by law or ordinance, shall be enlarged, extended, reconstructed or structurally altered unless such fence is changed to one permitted in that district. Maintenance of a non-conforming fence will be allowed, however, when this includes necessary repairs and incidental alterations which do not expand or intensify the non-conforming fence.~~

918.02 - General Landscaping and Maintenance.

All exposed ground areas surrounding or within a principal or accessory use, including street boulevards, and not devoted to parking areas, drives, sidewalks, patios or other such uses shall be landscaped with grass, shrubs, trees or other ornamental landscape materials within one year following the date of building occupancy. All landscaped areas shall be kept neat, clean and uncluttered, and where a landscape plan required City approval any plant material which is diseased or dies shall be replaced with like kind of the original size. No landscaped

area shall be used for the parking of vehicles or for the storage or display of materials, supplies or merchandise. Fences and/or plantings placed upon utility easements are subject to removal by the City or utility company if required for maintenance or improvement of the utility. Trees on utility easements containing overhead wires shall not exceed 15 feet in height, which it shall be the property owner's responsibility to maintain.

918.03 - Required Fencing, Screening and Landscaping.

A. **Fencing and Screening.** Where any townhouse, ~~quadraminium, manor home,~~ multiple family or non-residential use (i.e., structure, parking or storage) abuts property zoned for residential use, the higher density residential or the non-residential use shall provide screening along the boundary of the residential property. Screening shall also be provided where a non-residential use is across the street from a residential zone, but not on that side of a non-residential use considered to be the front (as determined by the Zoning Administrator). All the fencing and screening specifically required by this Ordinance shall be subject to Section 916.05 and shall consist of either a fence or a green belt planting strip as provided for below.

1. A green belt planting strip shall consist of evergreen trees and/or deciduous trees and plants and shall be of sufficient width and density to provide an effective visual screen. This planting strip shall be designed to provide complete visual screening to a minimum height of six feet. Earth mounding or berms may be used but shall not be used to achieve more than three feet of the required screen. The planting plan and type of plantings shall require the approval of the City Council.

2. A required screening fence shall be constructed of masonry, brick, wood, vinyl or composite plastic, or metal. Such fence shall provide a solid screening effect of six feet in height. The design and materials used in constructing a required screening fence shall be subject to the approval of the City Council. Fences in excess of height limitations established in Section 918.01 shall require approval pursuant to procedures noted.

CHAPTER 918 - FENCING/SCREENING

918.01 - Fence Regulations.

A. **Permit Required.** Except as otherwise provided herein, no person shall erect, alter or relocate any fence within the City without first having been issued a permit therefor.

B. **Permit Fee.** A fee as established by City Council resolution shall be charged for a permit issued under this section for new fences, as well as the replacement of fences in the same location.

C. **Application Procedures.** Each application for a permit under this Section shall be submitted to the Zoning Administrator on forms provided by the City. Each such application shall include.

1. A Site plan drawn to scale showing the location of house(s), garage(s), and other improvements on the lot and the location of the fencing to be erected, altered or relocated.
2. A sketch or photocopy of the proposed fence.
3. Where appropriate, the signature of all side abutting neighbors.

D. **General Provisions.** All fences within the City shall be subject to the following general provisions:

1. No fences shall be placed on or extend into public rights-of-way.
2. All fences (hedges and plantings excluded) constructed shall require a permit under this Section. Permits may be issued by the Zoning Administrator or designee, if all requirements of this Ordinance have been met.
3. That side of any fence considered to be its "face" (i.e., the finished side having no structural supports) shall face abutting property.
4. Both sides of any fence shall be maintained in a condition of reasonable repair and appearance by its owner and shall not be allowed to become and remain in a condition of disrepair or danger, or constitute a nuisance, public or private.
5. Barbed wire fences are only allowed in the City of Wayzata by conditional use permit.
6. No person shall construct or maintain or allow to be constructed or maintained anywhere within the City any fence or metal construction which is charged by or connected with an electrical system.
7. No physical damage of any kind shall occur to abutting property.
8. All manmade fences located in front of the rear building line shall consist of materials comparable in grade and quality to the following: decorative masonry, vinyl or composite plastic, wrought iron or wood, provided the surfaces are finished for exterior use; or wood of proven durability is used, such as cedar or redwood.

9. A certificate of survey shall be required for all fences (except hedges and plantings) to be constructed up to or on the property line, unless corner property stakes are located and a survey exists in the property file.

E. Specific Fence Standards. Fences may be allowed in the City of Wayzata subject to the following specific standards:

1. Except as may be provided herein, manmade fences not exceeding six feet in height and consisting of completely solid matter may be permitted at or behind the rear building line as established by the primary structure on the lot.

2. Except as may be provided herein, fences not exceeding 48 inches in height and consisting of no more than 75 percent solid matter may be permitted in front of the front building line as established by the primary structure on the lot.

3. Except as may be provided herein, manmade fences may be permitted at or behind the front building line and in front of the rear building line as established by the primary structure on the lot, subject to the following standards:

a) Fences not exceeding 48 inches in height may consist of completely solid matter.

b) Fences over 48 inches in height, but not exceeding six feet in height, shall consist of no more than 75 percent solid matter for the entire fence.

4. Fences not exceeding six feet in height, for uses other than one and two family dwellings, may be permitted in front of the front building line as established by the primary structure on the lot, when required for screening of adjacent property. In such cases, the required front setback for the fence shall be the same as for the use which it is intended to screen. In no case shall a fence exceeding 48 inches in height be set back less than ten feet from the roadway in such instances.

5. On corner lots or lots adjacent to railroad rights-of-way, no fence shall be located in a sight visibility triangle unless it is in compliance with the sight clearance requirements for such lots as set forth in the Section 916.05 of this Ordinance.

6. Should the rear lot line of a lot in a residential district be common with the side lot line of an abutting lot, that portion of the rear lot line equal to the required front yard setback of the abutting lot shall be fenced in accordance with the provisions of Section 918.01.E.2.

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918.02 - General Landscaping and Maintenance.

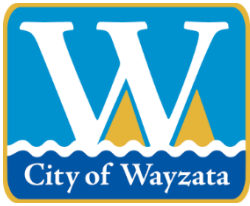
All exposed ground areas surrounding or within a principal or accessory use, including street boulevards, and not devoted to parking areas, drives, sidewalks, patios or other such uses shall be landscaped with grass, shrubs, trees or other ornamental landscape materials within one year following the date of building occupancy. All landscaped areas shall be kept neat, clean and uncluttered, and where a landscape plan required City approval any plant material which is diseased or dies shall be replaced with like kind of the original size. No landscaped area shall be used for the parking of vehicles or for the storage or display of materials, supplies or merchandise. Fences and/or plantings placed upon utility easements are subject to removal by the City or utility company if required for maintenance or improvement of the utility. Trees on utility easements containing overhead wires shall not exceed 15 feet in height, which it shall be the property owner's responsibility to maintain.

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1. A green belt planting strip shall consist of evergreen trees and/or deciduous trees and plants and shall be of sufficient width and density to provide an effective visual screen. This planting strip shall be designed to provide complete visual screening to a minimum height of six feet. Earth mounding or berms may be used but shall not be used to achieve more than three feet of the required screen. The planting plan and type of plantings shall require the approval of the City Council.

2. A required screening fence shall be constructed of masonry, brick, wood, vinyl or composite plastic, or metal. Such fence shall provide a solid screening effect of six feet in height. The design and materials used in constructing a required screening fence shall be subject to the approval of the City Council. Fences in excess of height limitations established in Section 918.01 shall require approval pursuant to procedures noted.



City of Wayzata Planning Commission Agenda Report

MEETING DATE: August 21, 2023	AGENDA ITEM: 6.a
TITLE: Review of Development Activities	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

A verbal update will be provided at the meeting.

ACTION REQUESTED:

N/A

ATTACHMENTS:

None



City of Wayzata Planning Commission Agenda Report

MEETING DATE: August 21, 2023	AGENDA ITEM: 6.b
TITLE: Planning Commission Meeting Schedule	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director	
60 DAY DEADLINE: N/A	

BACKGROUND:

The 2023 City Meeting Calendar and Liaison Schedule are attached. Please note that some Council meetings in the fall and winter have recently been shifted, so the both the Meeting Calendar and Liaison Schedule have been changed.

ACTION REQUESTED:

N/A

ATTACHMENTS:

1. 2023 Wayzata City Calendar
2. 2023 Planning Commission Liaison Schedule

City of Wayzata 2023 Meeting Calendar



January 2023						
S	M	T	W	Th	F	S
	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	CC MTG 1/18			

February 2023						
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	24	25
26	27	28				

March 2023						
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	24	25
26	27	28	29	30	31	

April 2023						
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	24	25	26	27	28	29
30	HRA Mtg 4/4/23					

May 2023						
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	24	25	26	27
28	29	30	31			

June 2023						
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	24
25	26	27	28	29	30	

July 2023						
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	24	25	26	27	28	29
30	31					

August 2023						
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	24	25	26
27	28	29	30	31		

September 2023						
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
24	25	26	27	28	29	30

October 2023						
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	24	25	26	27	28
29	30	31				

November 2023						
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	24	25
26	27	28	29	30		

December 2023						
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
24	25	26	27	28	29	30
31						

- Energy & Environment 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 - 6:30 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

Revised
7/13/2023

2023 Planning Commission Assignments at Council Meetings

Updated 7/26/2023

	<u>Meeting Date</u>	<u>Commission Representative</u>
Tuesday	January 10	Peggy Douglas
Tuesday	January 24	Adam Elg
Tuesday	February 7	Laura Merriam
Tuesday	February 21	Bonnie Schwalbe
Tuesday	March 7	Jennifer Severson
Tuesday	March 21	Ken Sorensen
Tuesday	April 4	Larissa Stockton
Tuesday	April 18	Peggy Douglas
Tuesday	May 2	Adam Elg
Tuesday	May 16	Laura Merriam
Tuesday	June 6	Bonnie Schwalbe
Tuesday	June 20	Jennifer Severson
N/A	No meeting July 4th week	
Tuesday	July 18	Ken Sorensen
Tuesday	August 8	Larissa Stockton
Tuesday	August 22	Peggy Douglas
Tuesday	September 5	Adam Elg
Tuesday	September 19	Laura Merriam
Tuesday	October 10	Bonnie Schwalbe
Tuesday	October 24	Jennifer Severson
N/A	No meeting November 7	
Tuesday	November 21	Ken Sorensen
Tuesday	December 5	Larissa Stockton
Tuesday	December 19	Peggy Douglas