



WAYZATA HERITAGE PRESERVATION BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, September 26, 2024

11:30 AM

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - a. Approve August 29, 2024 Heritage Preservation Board Meeting Minutes
- 4. Old Business**
 - a. Discussion of 2024 Work Plan and Budget
 - b. Old Business
- 5. New Business**
 - a. R-3A Character Discussion
 - b. New Business From Members
- 6. Other Items**
 - a. City Calendar and Minutes Rotation Schedule
- 7. Adjournment**

Members of the Heritage Preservation Board and some staff may gather at the Wayzata Bar and Grill immediately after the meeting or a purely social event. All members of the public are welcome.



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: September 26, 2024	AGENDA ITEM: 3.a
TITLE: Approve August 29, 2024 Heritage Preservation Board Meeting Minutes	
PROPOSED MOTION: To approve the Draft Meeting Minutes of August 29, 2024.	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Staff recommends approval of the attached minutes.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

See the attached draft meeting minutes for the HPB's review and approval. This meeting's minutes were prepared by Kim Gharritty.

ATTACHMENTS:

1. Draft HPB Meeting Minutes of August 29, 2024

Heritage Preservation Board Meeting Minutes of August 29, 2024 11:30am-1pm, Wayzata City Hall Community Room

Call to Order

The meeting was called to order at 11:34am.

Roll Call

Board members Judy Starkey (vice-chair), Sue Ankeny (chair) and Kim Gharrity were present, along with Assistant Planner Valerie Quarles.

Approval of Minutes

Member Ankeny made a motion to approve the minutes of the June 27, 2024 HPB meeting. There was no July meeting. Member Gharrity seconded. The minutes were approved by a vote of 3-0.

Old Business

James J. Hill Days

Coming up September 7th & 8th, the HPB tent and booth will be located near the corner of Broadway and Lake Street, across from McCormicks. The schedule of board member's work shifts was finalized. We will have posters, preservation information and also a centennial home game folks can play matching historic homes with their location around Wayzata. Prizes of fruit snacks will be offered. HPB is fortunate to have the Lake Minnetonka Historical Society booth situated next door to ours for collaboration and additional questions that may arise.

Blue Water Theater

Val has emailed BWT to introduce them to the HPB, invite them to a meeting and let them know they have a partner in any preservation efforts they may be exploring. Val's feeling is that it's far better to be proactive rather than reactive with some of these properties and to let them know there are local resources that may be of help.

New Business

Just Deeds

The Just Deeds Mounds View ordinance passed in July of this year and will go into effect the end of this month. The ordinance requires homeowners to have any restrictive covenants removed when they sell their home. The city will reimburse homeowners for the filing fee.

New Business from Members

There was no new business from members.

Staff Updates

There were no additional staff updates. Val did mention that there will be a mayoral forum hosted by the League of Women Voters held at City Hall on September 19th at 6:30pm.

Adjournment

The next meeting will be on Thursday, September 26th, 2024. Member Ankeny motioned to adjourn the meeting and Member Gharrity seconded. The meeting was adjourned by a vote of 3-0 at 12:39 pm.

DRAFT



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: September 26, 2024	AGENDA ITEM: 4.a
TITLE: Discussion of 2024 Work Plan and Budget	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

Certain items in the work plan will carry costs.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The total budget for the HPB in 2024 is \$3,500. The HPB has about \$1,700 in funds remaining in 2024.

An updated work plan is attached for the Board's discussion and approval. The work plan will continue to update each month.

ATTACHMENTS:

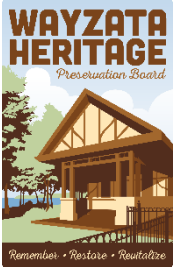
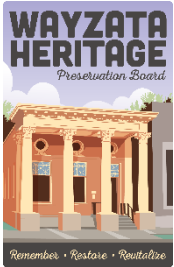
1. HPB Work Plan - September 2024
2. HPB Budget Update - September 2024

Work Plan Progress – September 2024

#	Activity	Steps/Progress	Responsible	2024											
				Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Slot In
1	Centennial Home Event	Complete until 2025 (awards only)	All	X	X	X	X								
2	Mayor’s Award	Complete until 2025	Judy, Val	X	X	X									
3	Cemetery Plaque	Delayed to October	Judy, Val	X								X	X	X	
4	Just Deeds promotion	Choose champion, write Portal article, coordinate with City staff													X
5	Proactive engagement with historic property owners	Discuss as board								X		X			X
6	Support Section Foreman House funding	As needed	Val												X
7	James J. Hill Days	Complete until 2025	All				X	X	X	X	X				
8	Collaboration with LMHS/summer programming	Discuss as board, reach out to LMHS in October	All									X	X	X	
9	Burial Mounds education	Reach out to student group	Val				X				X				
10	Recruitment and retention	As applicable	All									X	X		
11	R-3A Character and Zoning	Define character issue	Val								X				

Major Items – September 2024

Updates
Cemetery Plaque Delayed to October
James J. Hill Done! Discuss feedback as group.
Just Deeds promotion/updates Waiting on Mounds View feedback
Proactive engagement with historic property owners Val to follow-up after no response from Blue Water Theater
Support Section Foreman House funding As needed (not needed right now)
Collaboration with LMHS - Refer to Summer Programming discussion - Reach out in October
Burial Mounds education Val to reach out to Wayzata High student group
R-3A Character and Zoning See “new business”



GL ACTIVITY REPORT FOR CITY OF WAYZATA

From 01/01/2024 to 12/31/2024

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
01/01/2024			101-41910-00492 HPB				0.00	3,500.00
04/25/2024	AP	INV	BABCOCK, MERRILY	04192024	250.00	0.00	250.00	3,250.00
06/04/2024	AP	INV	QUARLES, VALERIE	06042024	27.66	0.00	277.66	3,222.34
06/04/2024	AP	INV	STARKEY, JUDY	04292024	30.38	0.00	308.04	3,191.96
06/13/2024	AP	INV	ELAN-CARDMEMBER SERVICES	MAY 2024	761.13	0.00	1,069.17	2,430.83
07/15/2024	AP	INV	ELAN-CARDMEMBER SERVICES	JUNE 2024	343.87	0.00	1,413.04	2,086.96
07/16/2024	AP	INV	BABCOCK, MERRILY	07162024	250.00	0.00	1,663.04	1,836.96
09/09/2024	AP	INV	UPS STORE	09062024	78.85	0.00	1,741.89	1,758.11
12/31/2024			END BALANCE				1,741.89	1,758.11



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: September 26, 2024	AGENDA ITEM: 4.b
TITLE: Old Business	
PROPOSED MOTION:	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Discuss the below items.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

This item serves as a monthly space for those items we may not have the capacity to make progress on at the moment.

- Discuss LMHS summer 2025 programming and HPB role in October.
- Val will reach out again to Blue Water Theater after not receiving a response to initial outreach in August.

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: September 26, 2024	AGENDA ITEM: 5.a
TITLE: R-3A Character Discussion	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Valerie Quarles, Assistant Planner	

ACTION REQUESTED:

Discuss concerns and potential solutions around frequent teardowns and new builds in the R-3A/Central Core neighborhoods.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The Central Core neighborhoods are generally defined as the area of town bounded by Barry Avenue to the west, Wayzata Boulevard to the south, Chicago Avenue to the east, and Highway 12 to the north. In the period between 2019 and 2024, this area has had 17 new homes built, which is 31% of all the single-family home tear-downs and re-builds within the City. Many homes that have redeveloped during this time are designed to maximize building footprint, minimize front yard setbacks, and keep driveways as short as possible, leading to some large, garage-dominated homes that are relatively close to the street. The attached memo was written to summarize the history of this issue in the Central Core neighborhoods and provide additional context from the perspective of zoning administration and plan review.

The City Council discussed the issue at their September 17 workshop and concluded that the issue should be studied and addressed before the end of the year. The Board's previous work on amendments to R-3A in 2008 provide a basis by which the HPB can discuss this issue and their feedback can be integrated into potential solutions.

ATTACHMENTS:

1. R-3A and Central Core Issues Summary



R-3A Memo July 18, 2024

Addresses of Request:

R-3A Single and Two Family Zoning District

Prepared by:

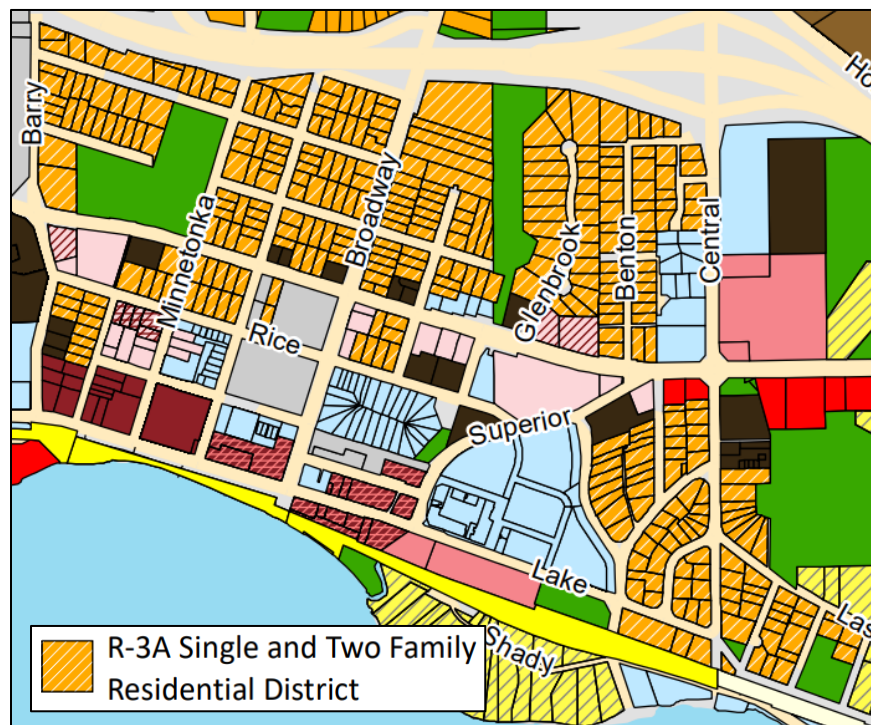
Valerie Quarles, Assistant Planner

R-3A Zoning District

Location and Intent

The R-3A District is intended to provide a district for high density single family dwelling units in older neighborhoods, and to introduce on a restricted basis, two family dwelling units, accessory dwelling units, and directly related, complementary uses. (Chapter 955)

The district is generally contiguous with the Central Core Residential land use designation. This category was a new addition to the 2040 Land Use Plan and is intended to identify existing single-family homes and small-scale multiple family uses within the older neighborhoods in the City's core. These homes were developed on smaller lots, resulting in a density higher than that of the Low Density Residential category. Densities for this category range from 3 to 6 units per acre. A combination of single family homes and twin homes/townhomes, when the lot sizes allow, are typical uses within this category. On average, single family lot sizes for the category will range between 7,260 square feet and 14,560 square feet. (2040 Comprehensive Plan)



The R-3A district, which includes single-family areas north and east of downtown.

General History

The R-3A zoning district was updated in 2008 as a subset of the R-3 district. The R-3A district differed from R-3 by introducing a shorter height limit (32 feet to the peak of the roof, as opposed to 30 feet to the midpoint of a peaked roof) and providing relief for setbacks on corner lots. Prior to this action, most single family homes outside of the estate districts or newer subdivisions were zoned R-3. As part of this action, a smaller study area including the historic core neighborhoods was rezoned from R-3 to R-3A. In their Report and Recommendation (June 2, 2008), the Planning Commission cited the following background information (emphasis added):

*The Heritage Preservation Board, Planning Commission and City Council of Wayzata, have had ongoing discussions regarding the height, scale, mass and rhythm of building elements of the oldest residential neighborhoods in Wayzata. The Heritage Preservation Board, Planning Commission and City Council of Wayzata have determined that **the residential neighborhoods within the original town settlement and plat** (hereafter “Old Wayzata Plat”, “Old Holdridge Neighborhood”, “Bluff Neighborhood”, “Glenbrook Neighborhood”, and “Benton Neighborhood”) **are at most risk for significant and detrimental changes to the neighborhoods’ building height, scale, mass, and rhythm of building elements due to the creation of excessively large houses.***

At the time, the Planning Commission and other groups had recommended breaking up the R-3 district into R-3A, R-3B, R-3C, and R-3D, but these were consolidated in the final action.

The 2008 action appears to have been focused on the size of homes rather than their location. Maps appear to have been created to examine setbacks as part of the study, but no change was recommended to standard non-corner lots. Those setbacks remain today at 20 feet in the front yard, 10 feet in the side yard, and 20 feet in the rear yard. It is not known when these setbacks were instituted. On a related note, garages in R-3 (now R-3A) have been limited to 750 square feet since at least 2003.

Current Conditions

Historic homes’ setbacks vary widely, with many types of lot configurations, including rear garages, more detached structures, higher impervious surface totals, and other legal non-conformities that were constructed before today’s restrictions were put in place.

Park Street is an example of a corridor with a wide variety of older homes. Below is a short summary of the front yard setbacks of older homes (1960 and earlier).

Decade Built	Constructed Front Yard Setback				Average
1900s	25 feet (617 Park St)				25 feet
1910s	20 feet (524 Park St)	25 feet (649 Park St)	23 feet (624 Park St)	26 feet (634 Park St)	23.5 feet
1920s	50 feet (367 Park St)	60 feet (815 Park St)			55 feet
1930s	N/A				N/A
1940s	60 feet (343 Park St - demo)	60 feet (353 Park St)	25 feet (641 Park St)	33 feet (816 Park St)	44.5 feet
1950s	23 feet (807 Park St)				23 feet

The table is included to illustrate that there is not necessarily a consistent “historic setback” to ask new homes to adhere to under an ordinance change. The oldest homes in the neighborhood appear to have the smallest setbacks, while the remaining ‘20s and ‘40s are generally set further back. 807 Park Street is on a lot with a wetland that forces the home forward.

In new construction projects, staff has observed a trend that impervious surface limits (35%) and restrictions on side yard setbacks for driveways (minimum 10 feet) have created conditions that encourage homes to have short driveways with front-loading garages, with the smallest setback possible. This is because with a restrictive hardcover limit, those building new homes are typically looking to maximize their home’s footprint rather than “spending” their hardcover on a longer driveway, which would be needed for a greater setback. The side yard setback for driveways also discourages a driveway that passes through the side yard to a garage in the rear. Both conditions push new homes forward.

For example, a 2017-built house on Gardner Street (shown right) is set 20.5 feet off the property line. (As a reminder, setbacks are always measured from the property line.) The property utilizes a short driveway and a front-facing garage to allot more of their hardcover to their home footprint. Due to the width of the right of way, the home ends up being set back about 36 feet from the edge of the road. The right of way width in different neighborhoods can affect the visual perception of setbacks.

Homes with detached rear garages today, which is common for older homes, may not be compliant with impervious surface restrictions (by predating the ordinance) or with side yard driveway setbacks, which shared driveways and driveways close to the property line are in violation of (again, by predating the ordinance).



Gardner Street home (built 2017).



Broadway Ave N between Park St E
and Wayzata Blvd E.

For example, this stretch of homes on Broadway Ave N utilizes a mix of shared driveways, nonconforming accessory structure and driveway setbacks, and smaller homes to keep garages out of the front yard.

Conclusion

While the R-3A district was highly scrutinized in 2008, building pressures and trends continue to influence how new home construction operates within the bounds of the zoning code in 2024. Potential amendments to the zoning code should be carefully considered for unintended consequences, while being intentional about the degree of oversight the City should exercise over a specific district's single-family home construction.

Resources

[Wayzata | MN Compass](#)



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: September 26, 2024	AGENDA ITEM: 5.b
TITLE: New Business From Members	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Discuss any new business from members.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

N/A

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: September 26, 2024	AGENDA ITEM: 6.a
TITLE: City Calendar and Minutes Rotation Schedule	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Review the attached City Calendar and Minutes Schedule. Please let staff know if you have any anticipated conflicts with meeting dates/times or obligations to take minutes.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The next HPB meeting is Thursday, October 24. Sonya Travanty is scheduled to take the minutes.

ATTACHMENTS:

1. 2024 Wayzata City Calendar
2. HPB Meeting Minutes Schedule - September

City of Wayzata 2024 Meeting Calendar



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- Energy & Environment 5:00 PM
- Planning Commission - 6:30 PM
- City Council - 7:00 PM
- Charter Commission - 9:00 AM
- Lake Minnetonka Conservation District (LMCD)
- Heritage Preservation Board (HPB) - 11:30 AM
- Housing & Redevelopment Authority (HRA) - 7:30 AM
- Parks & Trails Board - 6:00 PM
- 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

2024 Election Dates
 February 27—Precinct Caucus
 March 5—Presidential Nomination Primary
 April 30—Special Primary Election (Hennepin Co Commissioner)
 May 14, 2024—Special Election (Hennepin Co Commissioner)
 August 13—State General Primary Election
 November 5—State General Election

Revised
10/24/2023

Wayzata Heritage Preservation Board

2024 Meeting Minutes Schedule

Updated August 2024

Month	Minutes Taker	Received?
February	Staff	Yes
March	Kim Gharrity	Yes
April	Kelly Gratton	Yes
May	Judy Starkey	Yes
June	Sonya Travanty	Yes
July	None – meeting canceled	N/A
August	Kim Gharrity	Yes
September	Judy Starkey	
October	Sonya Travanty	
November	Sue Ankeny	
December	Kelly Gratton	