WAYZATA PLANNING COMMISSION
MEETING MINUTES
OCTOBER 21, 2024

AGENDA ITEM 1. Call to Order

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

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

AGENDA ITEM 2. Roll Call

Chair Stockton asked Assistant Planner Quarles to take roll call.

Present at roll call were Commissioners: Plantan, Stockton, Schwalbe, Severson, Elg, and Cameron. Planning Consultant Eric Zweber, Assistant Planner Valerie Quarles, and City Attorney David Schelzel were also present.

AGENDA ITEM 3. Approval of Agenda

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

Commissioner Severson made a motion, seconded by Commissioner Elg to approve the October 21, 2024 agenda, as presented. The motion carried unanimously.

AGENDA ITEM 4. Consent Agenda

a.) Approval of the August 19, 2024 Planning Commission Meeting Minutes

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

Chair Stockton asked for a motion to approve the Consent Agenda, as presented.

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

AGENDA ITEM 5. Other Items:

a) Election of Vice-Chair

Planning Consultant Zweber explained that the City Council had decided not to fill former Commissioner Sorensen's seat until the normal Commission appointments take place in January. He stated now that former Commissioner Sorensen has been appointed to the Council, the Planning Commission was without a Vice-Chair and explained the process for electing a new Vice-Chair.

Chair Stockton asked if there were any nominations for Vice-Chair.

Commissioner Schwalbe nominated Commissioner Severson.

Commissioner Severson explained that she would prefer not to serve as Vice-Chair.

City Attorney Schelzel explained that the Vice-Chair would technically just be serving out the rest of 2024 because for the first meeting in 2025 both the Chair and Vice-Chair position would be elected. He stated that if Commissioner Severson was still not interested in serving as Vice-Chair, then Chair Stockton would need to ask for another nomination.

Commissioner Severson reiterated that she would prefer to not be elected as Vice-Chair and explained some of her reasons.

Commissioner Schwalbe stated that Commissioner Plantan had served on the Commission in the past and had held leadership positions and stated that she would like to nominate her to serve as Vice-Chair.

Commissioner Plantan explained that because the term would be ending at the end of the year, she would accept the nomination.

Chair Stockton asked for a motion.

Commissioner Camerson made a motion, seconded by Commissioner Elg, to appoint Commissioner Plantan to serve as Vice-Chair for the remainder of 2024. The motion carried unanimously.

b) Review of Development Activities

Planning Consultant Zweber gave an overview of the Wells Fargo building project and explained that the bank has been open for a few weeks and City had issued a Certificate of Occupancy for the office building. He stated that the City was working with the owner/contractor to issue the demolition permit and the building permit for the construction of the apartment building that will be on the east portion of the site. He noted that Eloise was open and the development agreement for the Westway Condos has been approved, but does not yet have a building permit. He stated that the Moments of Wayzata has applied for a building permit, but was still working on the development agreement.

Assistant Planner Quarles noted that the Planning Commission had not met since August because there has not been development activity that needed or was ready for a public hearing during that time. She explained that staff had been processing more permits that are ‘by right’ and do not require variances, rezoning, or any special approval by the Planning Commission or City Council.

Commissioner Elg stated that he thought he read in a recent update that demolition of Wells Fargo would be happening this week.

Assistant Planner Quarles stated that the date of October 21, 2024 was a bit of a ballpark date because it also depended on things like when they can get items like their utility disconnects completed. She stated that she does expect that the demolition would be happening within the next week or so.

c) Planning Commission Meeting Schedule

Planning Consultant Zweber explained that they will be holding the November 4, 2024 meeting for a public hearing related to the zoning ordinance for implementing the cannabis retail business regulations. He stated that they will also need to hold the November 18, 2024 meeting in order to have the Planning Commission report and recommendation approved. He noted that both meetings currently scheduled in December were likely to still happen and not be cancelled.

AGENDA ITEM 6. Adjournment.

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

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

The Planning Commission meeting was adjourned at 6:48 p.m.

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

WAYZATA PLANNING COMMISSION
WORKSHOP MEETING MINUTES
OCTOBER 21, 2024

AGENDA ITEM 1. Roll Call

Present were Commissioners: Plantan, Stockton, Schwalbe, Severson, Elg, and Cameron. Assistant Planner Valerie Quarles and City Attorney David Schelzel were also present.

AGENDA ITEM 2. Discussion of R-3A District Zoning Code Changes

Assistant Planner Quarles presented an overview of the issue, including initial concerns from the community, Council workshop, and the state of development moratorium consideration. The Commission and staff discussed the effects of a potential moratorium on development.

The group considered three different sets of images of existing homes in the proposed moratorium area: historic homes, homes built between 2000 and 2012, and homes built between 2019 and 2024. Commissioners agreed with the previously stated community concerns around garages dominating many homes built in recent years. Assistant Planner Quarles reviewed potential zoning solutions suggested by staff, City Council, and the Heritage Preservation Board.

The Commission generally preferred solutions that allowed builders and designers to create a greater variety of home configurations, rather than solutions that promoted prescriptive designs. The Commission agreed that though garage-forward homes were a large part of the character issue, another significant consideration was that there were very few homes of any other configuration being built, so promoting variety would be key. The Commission also generally agreed that some solutions that were much more granular than the rest of the zoning code – for instance, potential requirements for landscaping – could be added to a new Design Standards overlay district, but the agreement was not unanimous.

When considering zoning solutions geared toward specific aesthetic choices, the Commission did not reach a consensus on which aesthetic was the most desirable. The Commission also did not reach a consensus on specific numbers for any solution that would require them (setbacks, impervious surface, et cetera).

Commissioners noted that hoped to see more information from homebuilders and the community to inform and accompany the code solutions that would be brought forward for public hearing.

AGENDA ITEM 3. Adjournment.

The Planning Commission workshop was adjourned at 8:40 p.m.