

WAYZATA PLANNING COMMISSION

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Monday, January 6, 2025

6:30 PM

HYBRID MEETING INFORMATION

Click here to join Zoom Meeting

Meeting ID: 889 9644 0534 Passcode: 781053

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.



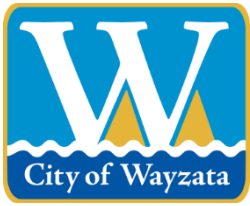
Public comment during the Public Forum and/or Public Hearing portions of the meeting may be provided in person at the meeting, in advance, or by logging into the zoom call and raising your hand during the public hearing. **When your name is called in the meeting, you will be seen and heard in our Council 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**
 - a. Welcome New Commissioner Joe VanLoy
3. **Approval of Agenda**
4. **Consent Agenda**
 - a. Approval of Meeting Minutes of December 16, 2024
 - b. Approve Report and Recommendation of Approval for Zoning Text Amendments for Chapter 909 (Design Standards)
 - c. Approve Report and Recommendation of Approval for Zoning Text Amendments for Chapters 955 (R-3A District) and 920 (Parking)
5. **Other Items**
 - a. Election of Chair and Vice Chair
 - b. Review of Development Activities
 - c. Planning Commission Meeting Schedule
6. **Adjournment**

Upcoming Meetings:
City Council - January 7, 2025
Planning Commission - January 27, 2025

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: January 6, 2025	AGENDA ITEM: 4.a
TITLE: Approval of Meeting Minutes of December 16, 2024	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Eric Zweber, Planning Consultant	
60 DAY DEADLINE: N/A	

BACKGROUND:

N/A

ACTION REQUESTED:

Staff recommends approval of the meeting minutes of December 16, 2024.

ATTACHMENTS:

1. Draft Planning Commission Minutes of December 16, 2024

**WAYZATA PLANNING COMMISSION
MEETING MINUTES
DECEMBER 16, 2024**

AGENDA ITEM 1. Call to Order

Vice-Chair Plantan noted the absence of Chair Stockton and called the meeting to order at 6:30 p.m.

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

AGENDA ITEM 2. Roll Call

Vice-Chair Plantan asked Planner Quarles to take roll call.

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

Absent at roll call were Commissioners: Severson and Stockton

AGENDA ITEM 3. Approval of Agenda

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

Commissioner Elg made a motion, seconded by Commissioner Schwalbe, to approve the December 16, 2024 agenda, as presented. The motion carried unanimously.

AGENDA ITEM 4. Consent Agenda

a.) Approval of the November 18, 2024 Planning Commission Meeting Minutes

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

Vice-Chair Plantan asked for a motion to approve the Consent Agenda as presented.

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

AGENDA ITEM 5. Public Hearing Items

1 Planner Quarles apologized for not bringing the proposal up during the approval of the agenda,
2 but suggested switching the order of the public hearing items because there were people in the
3 audience present for the second item.

4
5 Vice-Chair Plantan concurred and asked staff to proceed with the second item first.

6
7 **a.) Consider Zoning Text Amendments for Chapters 955 (R-3A District) and 920**
8 **(Parking) (formerly item 5.b.)**
9

10 Planner Quarles gave a brief overview of the proposed text amendments within Chapters 955 and
11 920, and outlined some of the background and history of concerns related to the fast pace and
12 character of single-family redevelopment in the City's core residential neighborhoods. She noted
13 that following the Planning Commission meeting in October, the City had opened up a visual
14 preference survey for the community to which they received 87 responses and reviewed the
15 additional public engagement that took place and summarized the key takeaways from them. She
16 reviewed the two solutions that were being recommended by staff to reduce the side yard setbacks,
17 driveways and curb cuts and to increase the front yard setback, only for garages. She briefly
18 reviewed some of the other solution ideas that they had also considered but after review and
19 feedback had tabled.

20
21 Commissioner Schwalbe stated that she assumed that there were other communities that had
22 narrow lots similar to those in these neighborhoods. and asked if staff had spoken with any of those
23 communities to find out if they had tried a similar approach in order to alleviate these issues.

24
25 Planner Quarles stated that she had not specifically spoken to other communities, but did research
26 some. She explained that communities with a grid system with narrow lots often have alleyways
27 in the back. She stated that the solution worked better in the urban core type neighborhoods rather
28 than the more unique situation that Wayzata has with having a strong grid, but not the alleys to
29 facilitate rear lot development.

30
31 Commissioner Schwalbe referenced communities such as Richfield or Bloomington, and stated
32 that she felt that it must have come up closer to home.

33
34 Planner Quarles explained that she felt that the key thing to consider is that the City's 10-foot
35 setback for side yard driveways is pretty restrictive in comparison to those cities, and did not think
36 those cities had to make a conscious choice to reduce it as much as Wayzata was considering,
37 because they already had the driveways closer to the side lot line.

38
39 Planning Consultant Zweber confirmed that alleys have been implemented in similar
40 neighborhoods in many cities, and stated that the other thing that was heard from the building
41 community, and also in his past experience in other communities, is that these issues were often
42 addressed through a PUD. He stated that Wayzata neighborhoods were kind of unique in that these
43 are pre-platted lots that do not have alleys, and clarified that it was not easy to look at another
44 community that would not have the exact same situation.

1 Commissioner Cameron asked about the current driveway setback standard in the City's
2 residential districts.

3
4 Planning Consultant Zweber stated that it was 10 feet.

5
6 Commissioner Cameron asked if the current proposal was for all residential districts to have a
7 setback of 3 feet.

8
9 Planning Consultant Zweber stated that it was not.

10
11 Planner Quarles clarified that it would be for all residential districts, except for R-5, which is the
12 multi-family district.

13
14 Commissioner Cameron asked if staff had done any analysis on how this would impact the other
15 residential districts outside of R-3, and explained that prior to this most of their discussion had
16 been constrained to R-3.

17
18 Planner Quarles stated that the City's R-4 and R-4A districts were a bit more dense than R-3, but
19 were primarily for townhomes and closer-knit areas, so relaxing the driveway setback will help
20 those properties moving forward. She noted that it would also mimic conditions that they have in
21 the townhome divisions that are PUDs, and stated that they do not expect this to make too much
22 of a difference in R-1 and R-2 because their lot frontage minimums are much larger.

23
24 Commissioner Schwalbe asked if the reason for making this applicable to almost all of the
25 residential districts was that it would keep them from having to get PUDs.

26
27 Planner Quarles explained that the PUD issue came up just because when there were consistent
28 closer side yard driveways, in other neighborhoods throughout town, it was most likely because
29 they got a PUD. She stated that the main reason behind including the other zoning districts was
30 that it was difficult to find a reason why they should not be included. She stated that she felt it
31 was a good change for the R-3 district and relaxing it in the others would not have a, appreciable
32 harm.

33
34 Commissioner Schwalbe asked if staff saw any issues with neighbors being too close together with
35 the proposed 3-foot setback.

36
37 Planner Quarles stated that she did not see significant issues with this change.

38
39 Planning Consultant Zweber noted the setback from the driveways would not impact where the
40 house was located, but would just change how they can access the street.

41
42 There being no further questions for staff, Vice-Chair Plantan opened the public hearing on the
43 application at 6:55 pm.

44
45 Dan Gustafson, 1040 East Circle Drive, stated that he and Planner Quarles as well as her
46 predecessors had spoken about his property many times over the years. He explained that he owns

1 a two-unit home in a single-family neighborhood and while the use is allowed, the area for their
2 lot is smaller than what was currently required, which makes it legal non-conforming. He stated
3 that, over the years, they have discussed with the City the idea of rebuilding the two-unit property
4 under the CUP that was granted in 1978. He noted that hearing that the City was trying to minimize
5 garages and driveways concerned him because their home is nothing but garages and driveways
6 from the street view. He explained that they want to make sure that when the opportunity presents
7 itself to rebuild the structure that these changes are being proposed would not have a negative
8 impact on their ability to have garages and driveways be part of the fabric of their community. He
9 explained that he wanted to make sure to point out to the Commission that there are many two-
10 unit properties in the City that represent a unique opportunity for redevelopment to upgrade the
11 housing stock and fit in line with much of what has occurred on Rice Street. He asked that the
12 City not short-change them as they sit on the most valuable piece of property that they own.

13
14 Commissioner Schwalbe asked if Mr. Gustafson's concern was that his two-unit structure had the
15 garage and driveway primarily in the front, and if this passes they would not be able to rebuild it
16 the same way.

17
18 Mr. Gustafson explained that was potentially his concern, and stated that he just wanted
19 clarification on it because he didn't fully understand everything because so much had been
20 proposed.

21
22 Commissioner Schwalbe asked if it would be a problem for Mr. Gustafson, as the proposed
23 amendment was currently written.

24
25 Mr. Gustafson stated that their structure right now would be within the 25-foot proposed setback.

26
27 There being no one further in Council chambers wishing to speak, Planner Quarles further noted
28 that nobody online had indicated that they would like to speak at the public hearing.

29
30 There being no additional public comments, Vice-Chair Plantan closed the public hearing at 6:59
31 pm.

32
33 Vice-Chair Plantan asked for the Commission to share their questions and feedback on the
34 application.

35
36 Commissioner Elg stated that it was a bit hard to know how this may impact Mr. Gustafson until
37 he presents plans and begin the design process. He stated that what this says to him is that if they
38 tore down a two-unit structure and wanted to build another two-unit structure, they would probably
39 be required to have a driveway on each side and the garage would be 5 feet further back than the
40 front.

41
42 Commissioner Schwalbe asked staff if they saw any potential problems for people who were in
43 Mr. Gustafson's situation.

44
45 Planner Quarles stated that speculating on specific properties was not the role of today's meeting.
46 She noted that she and Mr. Gustafson have talked before about his property, but, in general, the

1 driveway regulation was meant to be an expansion of what people are allowed to do rather than a
2 restriction. Planner Quarles further noted that the garage setback's role in nonconforming
3 properties would be tackled on a property by property basis.

4
5 Commissioner Cameron asked about the language around the curb cut and if it was just saying that
6 could also be 3 feet off the property line.

7
8 Planner Quarles confirmed that is what this change was saying, and clarified that a curb cut was
9 any place where the driveway met the street.

10
11 Commissioner Schwalbe stated that this seemed to be a pretty measured approach compared to all
12 of the other options that they had considered and would be the least disruptive. She noted that they
13 have to consider that styles, colors, and designs change over time and will always be people who
14 do not like a particular architectural choice. She stated that she felt that the two changes being
15 suggested tonight seemed to be very measured and did not seem to conflict with anything.

16
17 Vice-Chair Plantan thanked staff for initiating the survey and holding open houses, and noted that
18 she was glad to see that they had such a great response from the residents. She stated that having
19 this feedback was very important and was glad to see the community get so involved. She further
20 noted that she did not feel that taking this step was overarching or overstepping.

21
22 There being no further discussion, Vice-Chair Plantan asked for a motion.

23
24 Commissioner Elg made a motion, seconded by Commissioner Schwalbe, to direct staff to prepare
25 a draft Planning Commission Report and Recommendation with appropriate findings reflecting a
26 recommendation of approval for the proposed Zoning Text Amendments for Chapters 955 (R-3A
27 District) and 920 (Parking), for review and adoption at the next Planning Commission meeting.
28 The motion carried unanimously.

29
30 **b.) Consider Zoning Text Amendments for Chapter 909 (Design Standards)**
31 **(formerly item 5.a.)**
32

33 Planner Quarles gave an overview of the series of proposed updates to Chapter 909 which is the
34 Design Standards chapter of the Zoning Ordinance. She reviewed the background of the City's
35 design standards and the proposed amendments relating to: massing breaks, upper story setbacks,
36 rooftop equipment, rooftop equipment deviations, appeals, as well as masonry and lighting.

37
38 At the conclusion of Planner Quarles presentation, Vice-Chair Plantan asked if the Commission
39 had any questions for Staff.

40
41 There being no questions from the Commission for staff, Vice-Chair Plantan opened the public
42 hearing on the application at 7:16 pm.

43
44 Planner Quarles noted that there was no one online who had indicated that they would like to speak
45 at the public hearing.
46

1 There being no one from the public wishing to comment on the application in person or online,
2 Vice-Chair Plantan closed the public hearing at 7:17 pm.

3
4 Vice-Chair Plantan asked for the Commission to share their questions and feedback on the
5 application.

6
7 Commissioner Elg stated that he felt that staff had done an excellent job clarifying things and
8 making things more precise, in terms of what was allowed and what was not.

9
10 Commissioner Schwalbe stated that she felt what was proposed was very in line with the discussion
11 that they had at the workshop meeting.

12
13 Commissioner Cameron thanked staff for their time at the workshop and for taking the time to put
14 all of this together.

15
16 Vice-Chair Plantan explained that she especially liked that the appeal of minor deviations would
17 not fall under the variances category. She stated that she felt that this would make things easier
18 for everyone and commended staff for a job well done.

19
20 There being no further discussion, Vice-Chair Plantan asked for a motion.

21
22 Commissioner Cameron made a motion, seconded by Commissioner Elg, to direct staff to prepare
23 a draft Planning Commission Report and Recommendation with appropriate findings reflecting a
24 recommendation of approval of the Zoning Text Amendments for Chapter 909 (Design Standards)
25 for review and adoption at the next Planning Commission meeting. The motion carried
26 unanimously.

27
28 **AGENDA ITEM 6. Other Items:**

29
30 **a) Review of Development Activities**

31
32 Planning Consultant Zweber stated that the biggest development happening in the City was the re-
33 development at the former Wells Fargo site and reminded the Commission that it was a three-
34 phase development. He explained that the bank and the office building were now occupied and
35 the demolition of the former building was substantially completed so their next step would be
36 construction of the underground parking along with the building. He stated that the former gas
37 station on Wayzata Boulevard has been torn down and staff has been discussing with the developer
38 potential redevelopment activity, but noted that they had not submitted their application yet,
39 though staff expects it to happen in the near future. He noted that for the Moments of Wayzata
40 project, they were currently negotiating the development agreement and had approved a
41 development agreement for 201 Lake Street. He stated that they were also reviewing applications
42 that are still incomplete were for 200 Lake Street and Ferndale Bluffs.

43
44 Commissioner Elg stated that he thought he had seen a submittal for a name change for the memory
45 care facility on Wayzata Boulevard.

1 Planner Quarles stated that she believed he was referring to the Harbors of Wayzata which was
2 formerly called Cantissimo. She explained that they have gotten their approvals from the Planning
3 Commission and the City Council so now it was just about the next steps for them.

4
5 Commissioner Schwalbe asked about what was going on in Minnetonka because she had noticed
6 a big pile of dirt at Hillcrest.

7
8 Planner Quarles explained that they were replacing that facility with another memory care facility
9 and noted that the City of Minnetonka had a great development page for it on their City website.

10
11 **b) Planning Commission Meeting Schedule**

12
13 Planner Quarles stated that their next meeting would be January 6, 2025.

14
15 **AGENDA ITEM 7. Adjournment.**

16
17 There being no further business on the agenda, Vice-Chair Plantan asked for a motion to adjourn.

18
19 Commissioner Schwalbe made a motion, seconded by Commissioner Elg, to adjourn the Planning
20 Commission meeting. The motion carried unanimously.

21
22 The Planning Commission meeting was adjourned at 7:24 p.m.

23
24 Respectfully submitted,
25 Kayla Atkins Rokosz
26 *TimeSaver Off Site Secretarial, Inc.*
27



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 6, 2025	AGENDA ITEM: 4.b
TITLE: Approve Report and Recommendation of Approval for Zoning Text Amendments for Chapter 909 (Design Standards)	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Eric Zweber, Planning Consultant	
60 DAY DEADLINE: N/A (City-initiated Text Amendment)	

BACKGROUND:

The City's Design Standards underwent a significant rewrite as one of the first items in the Zoning Study, culminating in their adoption in June 2021. Since then, staff have been administering the Standards on many types of projects and learning where there is room for improvement and clarification to the existing Standards. The proposed amendments are meant to address common administrative questions and integrate the most current best practices in order to make adhering to the Standards easier for all participants.

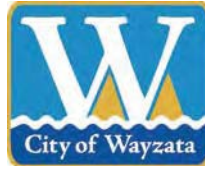
The Planning Commission reviewed a draft of the changes at their November 18 workshop and suggested limited adjustments. Staff brought forward an updated set of changes at the Commission's December 16 regular meeting and received a recommendation of approval by a 4-0 vote. The attached Report and Recommendation of Approval reflects the Commission's findings.

ACTION REQUESTED:

Staff recommends approval of the Planning Commission Report and Recommendation.

ATTACHMENTS:

1. Planning Commission Report and Recommendation of Approval for Chapter 920 Updates



WAYZATA PLANNING COMMISSION

January 6, 2025

REPORT AND RECOMMENDATION OF APPROVAL OF ZONING ORDINANCE AMENDMENT

DRAFT

SUMMARY OF RECOMMENDATION

Approval* of Zoning Ordinance Amendment to improve language of Design Standards

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 Zoning Ordinance Amendment (text). City staff, working with the Planning Commission, has drafted certain amendments to the Design Standards of the Zoning Ordinance (Part IX of City Code) to provide clarifications and improvements to existing language. A draft amendment to the Chapter 909 of the Zoning Ordinance has been prepared by City Staff and is attached to this Report as Attachment A (the “Zoning Ordinance Amendment”).
- 1.2 Notice and Public Hearing. Notice of the public hearing on the Zoning Ordinance Amendment was published in the *Sun Sailor* on December 5, 2024 and on the City’s website. The public hearing on the Zoning Ordinance Amendment was held at the December 16, 2024 Planning Commission meeting.

Section 2. STANDARDS

- 2.1 Zoning Ordinance 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 OF FACT

Based on the materials submitted by City Staff, the Staff report, 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 Zoning Ordinance Amendment. 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 Amendment would not have any adverse effects, and would instead improve the clarity and applicability of the Wayzata Design Standards that are related to massing breaks of buildings; upper story building setbacks; rooftop equipment location and screening; building materials; parking lot lighting; and deviations from the Design Standards. The Zoning Ordinance Amendment meets 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 help implement them in an improved manner.
- 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 regulations of the Design Standards.
- D. The Zoning Ordinance Amendment would not have a negative effect on any areas of the City.
- E. The Zoning Ordinance Amendment would not have any known effect on property values in the City.
- F. There would be no additional traffic generation by Zoning Ordinance Amendment.
- 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 Zoning Ordinance Amendment.

Adopted by the Wayzata Planning Commission this 6th day of January 2025.

Attachments:

Attachment A: Zoning Ordinance Amendment

CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA
ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 909 OF
THE WAYZATA ZONING ORDINANCE (PART IX OF CITY CODE)
TO UPDATE CERTAIN SECTIONS OF DESIGN STANDARDS**

WHEREAS, City staff, working with the Planning Commission, has drafted certain amendments to the Design Standards of the Zoning Ordinance to provide clarifications and improvements to existing language (the “Zoning Ordinance Amendments”);

WHEREAS, the Planning Commission reviewed the Zoning Ordinance Amendments, and recommended their approval and adoption as detailed in the Report and Recommendation of the Planning Commission, dated January 6, 2025; and

WHEREAS, City Council concurs with and hereby adopts the findings and recommendation of the Report and Recommendation of the Planning Commission on the Zoning Ordinance Amendments.

NOW THEREFORE, THE CITY OF WAYZATA ORDAINS:

Section 1. Amendments to Sections 7, 8, 10, 14, 24 and 29 of Chapter 909.
Sections 7.A.2, 8.A, 10.A and B., 14.J, 24.C.1, and 29.B and C. of Chapter 909 of the Wayzata City Code (Design Standards) are hereby amended (~~struck text deleted~~; underlined text added):

909.07 Building Width

A. New Buildings—All Districts.

2. Proposed development located between Lake Street and the shoreline of Wayzata Bay shall provide any required significant massing breaks as midblock connections, to provide pedestrian views of Lake Minnetonka where possible and/or allow for potential future access to the lake.

909.08 Upper Story Building Stepbacks

A. New Buildings—All Districts.

1. Building height shall conform to the height standards of the applicable zoning district. Every proposed multifamily and commercial facade exceeding 60 feet in facade length and fronting a public right-of-way shall provide an upper story stepback at the ~~highest-occupiable-story~~ third story.

...

6. The upper story stepback standard shall ~~apply to the upper floors of buildings as follows: begin at the third floor. Two-story buildings are not required to have a stepback.~~

a) Lake Street District and Bluff District: the upper story stepback shall apply to the third floor.

~~b) Wayzata Boulevard District: the upper story stepback shall apply to the uppermost floor of a building that is above the ground level.~~

909.10 Rooftop Equipment Location and Screening

A. Lake Street and Bluff Districts.

1. No portion of mechanical equipment shall be located ~~on at or above the level of~~ the roof deck. All mechanical equipment must be located ~~either~~ (i) in the building interior; (ii) on the exterior of the building but below the level of the roof deck; or (iii) on grade, at the side or rear yard, and concealed from view. Mechanical equipment must not be visible from street level.

B. Wayzata Blvd District.

1. Mechanical equipment items less than ~~three-five~~ feet in height ~~and nine square feet in area~~ may be located on the roof surface, provided: (i) the total roof area covered by such equipment is less than 25 percent of roof area; and (ii) the equipment is fully concealed by 42-inch parapets or compatible architectural elements.

2. All other mechanical equipment items must be located ~~either~~ (i) in the building interior; (ii) on the exterior of the building but below the level of the roof deck; or (iii) on grade, at the side or rear yard, and concealed from view. Mechanical equipment must not be visible from street level.

909.14 – Building Materials and Quality – All Districts.

J. Masonry Materials and Detailing.

1. Masonry Materials shall be defined as:

- a) Modular, Roman, Norman, or clinker Face brick in buff, grey, purple, and red hues;
- b) Natural stone or cast stone evoking Minnesota native granite, limestone, or sandstone;
- c) Porcelain or ceramic tile;
- d) Adhered Modular, Roman, Norman, or clinker brick in buff, grey, purple, and red hues exceeding ~~one and one-half inches~~ three quarters of an inch in thickness;
- e) Adhered granite, limestone, or sandstone exceeding ~~one and one-half inches one inch~~ in thickness.

2. Face brick and stone shall provide full units or custom corner modules at outside corners.

3. Adhered masonry and tile ~~should shall~~ provide mitered joints at outside corners to create the appearance of a corner block.

4. Adhered masonry shall provide corner modules at outside corners.

4.5. All Masonry Materials shall provide three-eighths-inch maximum concave or v-joint mortar or grout joints in colors matching the color of the block or tile material.

5.6. Individual masonry modules must be scaled appropriately to the building massing.

a) Brick and tile modules or veneers less than one and one-half inches in height shall be prohibited.

b) Stone block or veneer modules less than six inches in height shall be prohibited.

6.7. Where masonry spans an opening, masonry units shall be oriented to provide an arch, jack arch, masonry lintel, or soldier row extending beyond the opening.

7.8. Trim shall be provided from materials defined in the Masonry Materials palette.

8.9. Board Siding Materials shall also be allowed for use as masonry trim in the Bluff District with proportions approximating dimensional wood.

909.24 – Parking Lot, Building and Site Lighting – All Districts.

C. Lighting fixtures shall minimize glare and light pollution through all of the following means:

1. Specified lighting fixtures shall demonstrate a maximum Backlight/Uplight/Glare (BUG) rating of B2 ~~U2U0 G0G2~~.

909.29 Deviations from the Design Standards – All Districts

B. Minor Deviations shall be defined as a deviation from any of the following Standards or portions thereof:

1. Sections 909.05B(1) and (3), ~~909.10,~~ 909.12(B), 909.13(B) and (C), and 909.22(C).

C. Minor Deviations may be approved by City Staff based upon the criteria of Section 909.29.A. Applicants may request approval of a minor deviation that has been denied by City Staff by submitting a request for the deviation as a significant deviation under Section 909.29.A.

Section 3. Effective Date. This Ordinance will become effective upon passage and publication.

Adopted by the City Council this ____ day of _____, 2025.

Andrew Mullin
Mayor

ATTEST:

Jeffrey Dahl
City Manager

First Reading:
Second Reading:
Publication:



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 6, 2025	AGENDA ITEM: 4.c
TITLE: Approve Report and Recommendation of Approval for Zoning Text Amendments for Chapters 955 (R-3A District) and 920 (Parking)	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Eric Zweber, Planning Consultant	
60 DAY DEADLINE: N/A (City-initiated Text Amendment)	

BACKGROUND:

The City Council raised the issue of changing neighborhood character due to redevelopment in the R-3A district over the summer. Since then, staff has discussed the issue with the Council and Planning Commission through workshops, engaged residents through an online survey and open house, and consulted local developers to determine what concerns are most important and what zoning solutions can best address those concerns.

The Planning Commission reviewed a draft of the changes at their November 18 workshop and suggested limited adjustments. Staff brought forward an updated set of changes and engagement summary at the Commission's December 16 regular meeting and received a recommendation of approval by a 4-0 vote. The attached Report and Recommendation of Approval reflects the Commission's findings.

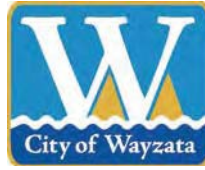
One public comment has been received since December 16 and is attached for review.

ACTION REQUESTED:

Staff recommends approval of the attached Report and Recommendation.

ATTACHMENTS:

1. Planning Commission Report and Recommendation of Approval for Chapters 920 and 955 Updates
2. Public Comment



WAYZATA PLANNING COMMISSION

January 6, 2025

REPORT AND RECOMMENDATION OF APPROVAL OF ZONING ORDINANCE AMENDMENT

DRAFT

SUMMARY OF RECOMMENDATION

Approval* of Zoning Ordinance Amendment to help preserve neighborhood character in the City's core residential neighborhoods

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 Zoning Ordinance Amendment (text). City staff, working with the Planning Commission, has drafted certain amendments to certain provisions of the Zoning Ordinance (Part IX of City Code) to address home design in the City's core residential neighborhoods and help preserve neighborhood character in the City's core residential neighborhoods. A draft amendment to Chapters 920 and 925 of the Zoning Ordinance has been prepared by City Staff and is attached to this Report as Attachment A (the "Zoning Ordinance Amendment").
- 1.2 Notice and Public Hearing. Notice of the public hearing on the Zoning Ordinance Amendment was published in the *Sun Sailor* on December 5, 2024 and on the City's website. The public hearing on the Zoning Ordinance Amendment was held at the December 16, 2024 Planning Commission meeting.

Section 2. STANDARDS

- 2.1 Zoning Ordinance 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 OF FACT

Based on the materials submitted by City Staff, the Staff report, 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 Zoning Ordinance Amendment. 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 Amendment would not have any adverse effects, and would instead address home design standards in furtherance of preserving neighborhood character in the City's core residential neighborhoods. The Zoning Ordinance Amendment meets 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 help implement them in an improved manner by helping to preserve neighborhood character in the City's core residential neighborhoods.

- 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 help preserve neighborhood character in the City's core residential neighborhoods.
- D. The Zoning Ordinance Amendment would not have a negative effect on any areas of the City.
- E. The Zoning Ordinance Amendment would not have any known effect on property values in the City.
- F. There would be no additional traffic generation by the Zoning Ordinance Amendment.
- 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 Zoning Ordinance Amendment.

Adopted by the Wayzata Planning Commission this 6th day of January 2025.

Attachments:

Attachment A: Zoning Ordinance Amendment

CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTERS 920 AND 955
OF THE WAYZATA ZONING ORDINANCE (PART IX OF CITY CODE)
TO ADDRESS HOME DESIGN**

WHEREAS, City staff, working with the Planning Commission, has drafted certain amendments to the Zoning Ordinance to address home design in the City's core residential neighborhoods (the "Zoning Ordinance Amendments");

WHEREAS, the Planning Commission reviewed the Zoning Ordinance Amendments, and recommended their approval and adoption as detailed in the Report and Recommendation of the Planning Commission, dated January 6th, 2025; and

WHEREAS, City Council concurs with and hereby adopts the findings and recommendation of the Report and Recommendation of the Planning Commission on the Zoning Ordinance Amendments.

NOW THEREFORE, THE CITY OF WAYZATA ORDAINS:

Section 1. Amendments to Section 5.D and 5.E.8 of Chapter 920 (Off-Street Parking and Loading). Sections 5.D and 5.E.8 of Chapter 920 of the Wayzata City Code are hereby amended to read in their entirety as follows (~~struck text deleted~~; underlined text added):

920.05 Parking Area Location and Design

D. Setbacks

1. Front, side and rear setbacks of at least ten feet from property lines shall be maintained from parking areas in all zoning districts, except R-1, R-1A, R-2, R-2A, R-3, R-3A, R-4, R-4A, C-4, C-4A and C-4B Districts. Setbacks of five feet in the C-4, C-4A, and C-4B Districts shall apply only to those parking areas adjacent to residentially zoned or residentially used property.

2. In addition to the setback requirements, off-street parking must be set back 15 feet from any street surface.

3. A side setback of at least three feet from property lines shall be maintained from parking areas in the R-1, R-1A, R-2, R-2A, R-3, R-3A, R-4, and R-4A zoning districts. No area used by motor vehicles other than driveways for ingress to and egress from the site shall be located within the public street right-of-way.

E. Design.

8. Curb Cut Spacing Minimum. Curb cut openings shall be located at a minimum of ten feet from the side yard lot line in all commercial districts, except for the C-4, C-4A and C-4B Districts where such setbacks shall apply only to those parking areas adjacent to residentially zoned or residentially used property. Curb cut openings shall be located at a minimum of three feet from the side yard lot line in all residential districts,

except for the R-5 District where such setbacks shall be located at a minimum of ten feet from the side yard lot line.

Section 2. Amendments to Chapter 955. Section 6.B of Chapter 955 of the Wayzata City Code (R-3A Single and Two Family Residential District) is hereby amended to read in its entirety as follows (~~struck~~ text deleted; underlined text added):

955.06 Lot Size and Setbacks.

B. Minimum Setbacks:

1. Principal Structure:

a) Front Yard: 20 feet.

b) Side Yard: 10 feet.

c) Rear Yard: 20 feet.

d) Corner Lots: Lots fronting two principal streets shall be considered corner lots, and shall have a minimum of a 20 foot setback for both the front yard and side yard which abut a principal street. For corner lots that are less than 60 feet in width, the rear yard setback shall be ten feet, and the inside side yard (non-principal street fronting) shall be five feet.

2. Accessory Structure(s):

a) Front Yard: 20 feet.

b) Side Yard: 5 feet.

c) Rear Yard: 5 feet.

3. Garage:

a) Front Yard: 25 feet.

Section 3. Effective Date. This Ordinance will become effective upon passage and publication.

Adopted by the City Council this ____ day of _____, 2025.

Andrew Mullin
Mayor

ATTEST:

Jeffrey Dahl
City Manager

First Reading:
Second Reading:
Publication:

Daniel Gustafson
1040 East Circle Drive
Wayzata, MN 55391

Valerie Quarles
Assistant Planner
City of Wayzata
600 Rice Street
Wayzata, MN 55391

Jeff Dahl
City Manager
City of Wayzata
600 Rice Street
Wayzata, MN 55391

Johanna McCarthy
Mayor
City of Wayzata
600 Rice Street
Wayzata, MN 55391

Andrew Mullin
Mayor Elect
City of Wayzata
600 Rice Street
Wayzata, MN 55391

December 17, 2024

RE: Multiple Family considerations to Proposed Zoning Text Amendments for Chapters 955 (R-3A District) and 920 (Parking)

Planner Quarles,

This letter serves as a follow-up to my comments at the public hearing held by the Wayzata Planning Commission on December 16, 2024. While I appreciate the City Council and staff for taking public input into account, the entire premise of the exercise—using a house from the 1930s as one of the benchmarks to determine the community's preferred future development needs—strikes me as a flawed approach. I'm concerned we might fail to account for changes in societal needs, technology, land use priorities, and changing aesthetics.

ENTITLEMENTS

According to the Wayzata 2040 Comprehensive Plan (3-13), Wayzata City Code 901.06 and 915.02 B.6, and the zoning letter and emails you provided on December 14 and 20, 2023—which confirm a conditional use permit approved and recorded at the county for my property in 1978 by the City of Wayzata, along with a site plan of approximately 2,600 square feet of hardcover and foundation—I am entitled to build a two-family property on the site through a building permit. Any future redevelopment will comply with current code building envelope restrictions, including a height of up to 32 feet, consisting of one story at grade, one story above grade, and a lower-level walkout basement.

My existing structure is set back 24.1 feet from the public right-of-way. I am concerned that your newly proposed 25-foot setback requirement could undermine my entitlement, potentially forcing me to seek a variance for future modifications.

MULTIPLE FAMILY / MULTI-GENERATIONAL DWELLINGS ARE THE FUTURE

Multiple-family and multi-generational living solutions, such as Accessory Dwelling Units (see the Wayzata 2040 Comprehensive Plan Vision Statement, pages 1-5 and 1-7), are among the most in-demand and desirable types of **NEW** housing in today's marketplace. These solutions are likely to remain in high demand given the constraints of single-family zoning across the metro area, state, and nation. Single-family zoning contributes to urban sprawl, rising land and home prices, and the exclusion of people from communities.

The proposed 25-foot setback may hinder the redevelopment of small multi-unit properties throughout the city (Again see Wayzata 2040 Comprehensive Plan (3-13)) and further restrict families' ability to build both attached and detached Accessory Dwelling Units, particularly in cases where backyards are too small to accommodate the change.

While I do not find the option to build a driveway along the side of a property entirely objectionable—other than its resemblance to construction methods from over 100 years ago—the proposed increase in the setback requirement from 20 feet to 25 feet is highly objectionable. This change not only impacts my own interests but also the interests of those who wish, now or in the future, to build housing for adult children, aging parents, or other family members. In my case, I have housed a range of people, including Wayzata elected officials and their families, Wayzata firefighters and their families, recently divorced adults with children, and many other variations of family units who have sought to live in the Wayzata community.

IS MY FEEDBACK BEING TAKEN INTO ACCOUNT?

Throughout this process, I have communicated with Planner Quarles to advocate for the protection of my property interests and to ensure the ability to redevelop my multi-family property into a more modern and functional design—better suited to today's living standards than those of 1978. When I provided written feedback several weeks ago, I was assured that my input would be considered. However, during last evening's public hearing, when I raised my concerns, it was stated that individual properties could not be taken into account. Additionally, one planning commissioner suggested aligning future driveways along the property edges—a solution that is neither feasible nor practical and fails to address the setback issue, as well as the needs for multi-family and multi-generational living, which represent the future of housing.

Given these challenges, the need for multi-family redevelopment, and the guidance of the 2040 Comprehensive Plan (which I contributed to and worked on at the request of City Manager Dahl), I am requesting that the proposed change from a 20' to 25' setback be removed, adjusted to 23', or excepted in the case of multi-family properties.

Respectfully,

Daniel Gustafson

CC: Wayzata Planning Commission, Wayzata City Council



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 6, 2025	AGENDA ITEM: 5.a
TITLE: Election of Chair and Vice Chair	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Eric Zweber, Planning Consultant	
60 DAY DEADLINE: N/A	

BACKGROUND:

Every calendar year, in accordance with Commission bylaws, an election of officers is held. Commissioners are asked to make nominations for the Chair and Vice Chair positions. Descriptions of each position are attached. As of January 2, no nominations have been received.

At the meeting, staff will ask for nominations. Any Commissioner may then make a motion to elect a Chair and Vice Chair. Staff will be available for any questions.

ACTION REQUESTED:

Staff recommends that a Commissioner may make a motion to elect a Chair and Vice Chair for the 2025 calendar year.

ATTACHMENTS:

1. Wayzata Planning Commission Elected Leadership Position Descriptions



Wayzata Planning Commission

Descriptions of Elected Leadership Positions

Chair

Position Duties:

- **Lead Meetings.** Though still a commissioner, the primary role of the Chair at meetings is to lead the commission through the agenda, following rules of procedure, allowing everyone to speak, facilitating discussion, maintaining decorum, and ensuring the commission fulfills its role and makes decisions.
- **Follow and Maintain Rules of Order.** Meetings should generally follow Robert's Rules. This includes:
 - Opening and closing the meeting
 - Adopting and following the agenda
 - Introducing each agenda item and leading discussion
 - Observe rules of public hearings
 - Leading Commission through action on items
 - Consulting City Attorney on procedural and legal questions
- **Rely on Staff for Information on Application, Procedure, Legal Issues**
 - If there are any anticipated issues or questions with an agenda item, check in with the Community Development Director or the planner who drafted the staff report ahead of the meeting
 - Though the public and applicant may provide helpful information, check with staff and confirm facts, ask questions, etc.
 - Encourage Commissioners to send questions to staff ahead of the meeting so that the most thorough answers can be prepared
- **Model and Manage Decorum**
 - Allowing all Commissioners, applicants, and members of the public to speak and finish their thoughts while still being mindful of the general time limits
 - Facilitate participation by all members and discourage interruptions, arguments, and rude or counterproductive behavior
- **Focus Discussion on Applicable Facts and Rules**
 - Assist the Commission in focusing on the land use requests being made in its discussion and decision, and matters reasonably related to those requests.
 - Bring the commission back to the subject at hand when the commission, applicants, public stray from the topic.
 - Be sure the commission discusses the applicable rules and standards for the application that are outlined in the staff report. These are generally provisions of the Zoning Ordinance (inc. Design Standards), Subdivision Ordinance, and/or Comp Plan excerpts.

Vice Chair

Position Duties:

- **Serve as Chair in Chair's Absence.** If the Chair is unable to attend a meeting, the Vice Chair will fill the role of Chair before and during the meeting.



City of Wayzata Planning Commission Agenda Report

MEETING DATE: January 6, 2025	AGENDA ITEM: 5.c
TITLE: Planning Commission Meeting Schedule	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Eric Zweber, Planning Consultant	
60 DAY DEADLINE: N/A	

BACKGROUND:

The 2025 City Calendar and City Council Liaison Schedule are attached. The next City Council meeting is scheduled for Tuesday, January 7. The next Planning Commission meeting is scheduled for Monday, January 27.

ACTION REQUESTED:

N/A

ATTACHMENTS:

1. 2025 Wayzata City Calendar
2. 2025 Planning Commission Liaison Schedule - updated January 2025

City of Wayzata 2025 Meeting Calendar



January 2025						
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	

February 2025						
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March 2025						
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30	31					

April 2025						
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27	28	29	30			

May 2025						
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June 2025						
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29	30					

July 2025						
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27	28	29	30	31		

August 2025						
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31						

September 2025						
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28	29	30				

October 2025						
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November 2025						
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23	24	25	26	27	28	29
30						

December 2025						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Energy & Environment 5:30 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

Night to Unite

Holiday Observed
City Offices Closed

Precinct Caucuses - no statewide caucus in 2025

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

Revised
9/24/2024

2025 Planning Commission Assignments at Council Meetings

	<u>Meeting Date</u>	<u>Commission Representative</u>
Tuesday	January 7	Blake Cameron
Tuesday	January 21	Adam Elg
Tuesday	February 4	Joe VanLoy
Tuesday	February 18	Chris Plantan
Tuesday	March 4	Bonnie Schwalbe
Tuesday	March 18	Jennifer Severson
Tuesday	April 1	New Commissioner
Tuesday	April 15	Blake Cameron
Tuesday	May 6	Adam Elg
Tuesday	May 20	Joe VanLoy
Tuesday	June 3	Chris Plantan
Tuesday	June 17	Bonnie Schwalbe
Tuesday	July 1	Jennifer Severson
Tuesday	July 15	New Commissioner
Wednesday	August 6	Blake Cameron
Tuesday	August 19	Adam Elg
Tuesday	September 9	Joe VanLoy
Tuesday	September 23	Chris Plantan
Tuesday	October 7	Bonnie Schwalbe
Tuesday	October 21	Jennifer Severson
Tuesday	November 4	New Commissioner
Tuesday	November 18	Blake Cameron
Tuesday	December 2	Adam Elg
Tuesday	December 16	Joe VanLoy