

WAYZATA PLANNING COMMISSION

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Monday, February 10, 2025

6:30 PM

HYBRID MEETING INFORMATION

[Click here to join Zoom Meeting](#)

Meeting ID: 874 9763 2357 Passcode: 070166

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).

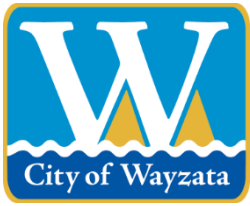
1. **Call to Order**
2. **Roll Call**
 - a. Welcome New Commissioner Sue Ankeny
3. **Approval of Agenda**
4. **Consent Agenda**
 - a. Approval of Meeting Minutes of January 6, 2025
5. **Other Items**
 - a. Review of Development Activities
 - b. Planning Commission Meeting Schedule
6. **Adjournment**
7. **Annual Planning Commission Training (refer to February 10, 2025 Workshop Agenda)**

Upcoming Meetings:

City Council - February 18, 2025

Planning Commission - February 24, 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: February 10, 2025	AGENDA ITEM: 4.a
TITLE: Approval of Meeting Minutes of January 6, 2025	
PREPARED BY: Valerie Quarles, City 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 January 6, 2025.

ATTACHMENTS:

1. Planning Commission Meeting Minutes of January 6, 2025

**WAYZATA PLANNING COMMISSION
MEETING MINUTES
JANUARY 6, 2025**

AGENDA ITEM 1. Call to Order

Vice-Chair Plantan called the meeting to order at 6:30 p.m. and explained that Chair Stockton had resigned her position and the Commission would be electing a new Chair and Vice-Chair later in the meeting. She expressed her appreciation to Chair Stockton for her years of service and leadership while on the Planning Commission.

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

AGENDA ITEM 2. Roll Call

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

a. Welcome New Commissioner Joe VanLoy

Commissioner VanLoy introduced himself and shared some of his education, background, experience, and outlined some of the reasons that he was looking forward to serving on the Planning Commission.

AGENDA ITEM 3. Approval of Agenda

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

Commissioner Severson made a motion, seconded by Commissioner Cameron to approve the January 6, 2025 agenda as presented. The motion carried unanimously.

AGENDA ITEM 4. Consent Agenda

- a.) Approval of the December 16, 2024, Planning Commission Meeting Minutes
- b.) Approve Report and Recommendation of Approval of Zoning Text Amendments for Chapter 909 (Design Standards)
- c.) Approve Report and Recommendation of Approval for Zoning Text Amendments for Chapter 955 (R-3A District) and 920 (Parking)

Vice-Chair Plantan read the items on the consent agenda and asked if any Commissioner wished to pull an item for further discussion. There being no comment, she asked for a motion to approve the Consent Agenda as presented.

Commissioner Elg 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 Chair and Vice-Chair

Commissioner Schwalbe made a motion, seconded by Commissioner Elg, to nominate Commissioner Cameron to serve as Chair in 2025. The motion carried unanimously.

Commissioner Camerson made a motion, seconded by Commissioner Severson, to nominate Commissioner Plantan to serve as Vice-Chair in 2025. The motion carried unanimously.

b) Review of Development Activities

Planning Consultant Zweber explained that the Wells Fargo site was currently working on building underground parking. He noted that the City had received a number of submittals and building permit requests that were under review, but were not yet completed.

c) Planning Commission Meeting Schedule

Vice-Chair Plantan noted that Commissioner Cameron was scheduled to attend the next City Council meeting.

Planning Consultant Zweber stated that due to the lack of agenda items, the Planning Commission meeting for January 27, 2025 would be canceled and their next meeting would be February 10, 2025.

Planner Quarles explained that at the last meeting she had stated that the Planning Commission had started in 1965 and wanted to clarify that upon further review, she found that it actually dated back to 1944.

AGENDA ITEM 6. Adjournment.

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

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

The Planning Commission meeting was adjourned at 6:50 p.m.

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



City of Wayzata Planning Commission Agenda Report

MEETING DATE: February 10, 2025	AGENDA ITEM: 5.b
TITLE: Planning Commission Meeting Schedule	
PREPARED BY: Valerie Quarles, City 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, February 18. The next Planning Commission meeting is scheduled for Monday, February 24.

ACTION REQUESTED:

N/A

ATTACHMENTS:

1. 2025 Wayzata City Calendar
2. 2025 Planning Commission Liaison List - updated February 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						
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 2025						
S	M	T	W	Th	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	Th	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 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

June 2025						
S	M	T	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 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		

August 2025						
S	M	T	W	Th	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
S	M	T	W	Th	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
S	M	T	W	Th	F	S
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19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
S	M	T	W	Th	F	S
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23	24	25	26	27	28	29
30						

December 2025						
S	M	T	W	Th	F	S
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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	Sue Ankeny
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	Sue Ankeny
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	Sue Ankeny
Tuesday	November 18	Blake Cameron
Tuesday	December 2	Adam Elg
Tuesday	December 16	Joe VanLoy