

**WAYZATA PLANNING COMMISSION
MEETING MINUTES
MARCH 10, 2025**

AGENDA ITEM 1. Call to Order

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

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

AGENDA ITEM 2. Roll Call

Chair Cameron asked City Planner Quarles to take roll call.

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

Absent at roll call were Commissioners: Schwalbe and Ankeny.

AGENDA ITEM 3. Approval of Agenda

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

Commissioner Plantan made a motion, seconded by Commissioner Severson, to approve the March 10, 2025 agenda as presented.

The motion carried unanimously.

AGENDA ITEM 4. Consent Agenda

a.) Approval of the February 24, 2025 Planning Commission Meeting Minutes

b.) Approve Report and Recommendation of Approval for Preliminary Plat for 565 Ferndale Road West (Ferndale Bluff)

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

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

Commissioner VanLoy made a motion, seconded by Commissioner Elg, to approve the Consent Agenda as presented.

The motion carried unanimously.

AGENDA ITEM 5. Public Hearing Items

a) Consider Development Application for Fence Variation at 330/335 Waycliffe South and Private Street

City Planner, Valerie Quarles gave an overview of the request for a fence variance at 330 and 355 Waycliffe South and a private street. She reviewed the project location, surrounding neighborhood and the zoning and land uses, existing conditions, and highlighted details of the variance requests. She noted that the City had not received any public comments on this request.

Chair Cameron asked if the Commission had any questions for Staff.

Commissioner VanLoy stated that the existing fence was 6 feet high and was completely opaque and asked if it was built prior to the requirement for a variance or if it was constructed with a variance.

Ms. Quarles stated that for multi-family buildings, the City has typically required a privacy fence and referenced the adjacent Hollybrook townhomes' fencing, which she felt could have been natural to extend into this parcel, which made it likely that this fence had been pre-existing for quite a while.

Commissioner Severson asked why this was considered a front yard.

Ms. Quarles explained that the way the City's fence code was written is that a front yard is anything that fronts a street. She stated that in this case, even though it will feel like the back yard or side yard to a resident, because it fronts Hollybrook, the City considered it a front yard.

Commissioner Severson noted that the packet had stated that there used to be trees and asked if staff had any history on what happened with the trees.

Ms. Quarles stated that her understanding is that the properties used to have a lot more natural screening but that over the years there had been storm damage to the trees.

Reid Shaw, 470 Waycliffe Drive N, explained that he was on the Board of the Waycliffe Townhome Association and along with him tonight were also Sue Winzeler, another Board member, and also Andy Solstad, Andy's Lawn Care, who would be installing the fence if it was approved. He expressed appreciation to City Planner Quarles and City staff for their help in guiding them through the process for a variance request. He noted that this was an extension of an existing security fence that was put up for the HOA but explained that he wasn't sure how long the fence had been there. He stated that one of the HOA's current goals was to make sure that there was as much similarity in appearance as they could have, which was the reason for their request related to keeping the same height and opacity as it is right now. He explained that in addition to the desire for privacy, another secondary reason was related to increased security because they had a series of break-ins in 2021. He explained that their principal reason was to help replace the privacy that had been lost because they had lost many of the trees in the area.

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2 There being no questions from the Commission for the applicant, Chair Cameron opened the public
3 hearing on the application at 6:43 pm.

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5 Ms. Quarles stated there was one person online that wanted to ask if there were any trees that
6 would be affected by this project.

7
8 Mr. Shaw stated that there would not be any trees affected by their plans.

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10 There being no additional comments on the application, Chair Cameron closed the public hearing
11 at 6:44 pm.

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13 Chair Cameron asked the Commission to share their questions and feedback on the application.

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15 Commissioner Plantan stated that she felt this seemed like a reasonable request and would simply
16 be an extension of an existing fence which would help with security and privacy.

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18 Commissioner VanLoy stated that he agreed with Commissioner Plantan and noted that he also
19 did not believe there was anything in the Comprehensive Plan that would say this did not fit.

20
21 Commissioner Severson stated that she agreed and noted that she lived on a frontage road so she
22 was very sympathetic to their situation related to privacy. She stated that this location abutted a
23 highway and was not very visible, so she also felt this was a reasonable request.

24
25 Commissioner Elg stated that he agreed and noted that if he were in their situation, he would also
26 want a fence to be located in this area. He noted that his only concern was the age of the current
27 fencing even though it had aged well. He explained that he did have some concerns about how
28 much life the existing fence had left in it. He stated that he had some questions about maintenance
29 down the road and noted that it looked like the existing fence had never been treated and would
30 hope that the applicant had plans for maintenance, so the fencing will have a long, healthy life.

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32 Chair Cameron asked if the existing fence needed to be replaced, if they would also need a variance
33 for that.

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35 Ms. Quarles explained that they would need a variance to replace it, but would not need a variance
36 to maintain it, so, for example, if they wanted to replace some of the boards, that would be fine.

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38 Chair Cameron noted that he also felt this was a reasonable request. There being no further
39 discussion, Chair Cameron asked for a motion on the application.

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41 Commissioner Plantan made a motion, seconded by Commissioner Elg, to direct staff to prepare
42 a draft Planning Commission Report and Recommendation with appropriate findings reflecting a
43 recommendation of approval for Fence Variations at 330/335 Waycliffe South and Private Street
44 for review and adoption at the next Planning Commission meeting.

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46 The motion carried unanimously.

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2 **AGENDA ITEM 6. Other Items:**

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4 **a) Review of Development Activities**

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6 Planner Zweber stated that walls were starting to appear at the multi-family portion of the former
7 Wells Fargo project at 910 Wayzata Boulevard E. He noted that activity should be beginning soon
8 at 150 Broadway.
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10 **b) Planning Commission Meeting Schedule**

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12 Mr. Zweber stated that there were 2 complete applications that would come before the Commission
13 at their next few meetings for 200 Lake Street and an Xcel substation work. He noted that the City
14 had hired Alex Sharpe as the new Community Development Director who had started last Monday,
15 but explained that he could not be at tonight's meeting due to previously scheduled holiday plans.
16

17 Ms. Quarles stated that Community Development Director Sharpe's first meeting with the
18 Commission would be March 24, 2025, which would also be her last meeting. She explained that
19 she had accepted a position with the City of St. Paul as a Senior City Planner. She stated that it
20 has been a pleasure working with the Commission in Wayzata and noted that she felt that they
21 should serve as a model for how Planning Commissions should function.
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23 The Commission expressed their congratulations to City Planner Quarles on her new position and
24 shared that she would be missed.
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26 **AGENDA ITEM 7. Adjournment.**

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28 There being no further business on the agenda, Chair Cameron asked for a motion to adjourn.
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30 Commissioner Severson made a motion, seconded by Commissioner Plantan, to adjourn the
31 Planning Commission meeting.
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33 The motion carried unanimously.
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35 The Planning Commission meeting was adjourned at 6:53 p.m.
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37 Respectfully submitted,

38 Kayla Atkins Rokosz

39 *TimeSaver Off Site Secretarial, Inc.*