

# WAYZATA PLANNING COMMISSION

## Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street  
Monday, December 1, 2025  
6:30 PM

### HYBRID MEETING INFORMATION

**[Click here to join Teams Meeting](#)**

**[Meeting ID: 227 108 065 937 4 Passcode: Lt2uB27b](#)**

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](http://www.wayzata.org/WCTV).



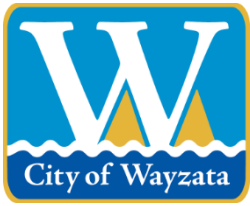
Public comment during the Public Forum and/or Public Hearing portions of the meeting may be provided in person at the meeting, in advance, or by logging into the Teams call and raising your hand during the public hearing. **When your name is called in the meeting, you will be seen and heard in our Council 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](mailto: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**
3. **Approval of Agenda**
4. **Consent Agenda**
  - a. Approve Meeting Minutes from November 17, 2025
  - b. Approve Planning Commission Report and Recommendation of Denial for Required Retail Percentage at 401 Lake Street East
5. **Old Business Items**
6. **Public Hearing Items**
  - a. Consider Application for a Variance and Conditional Use Permit (CUP) to Allow Construction of a Two-Family Dwelling at 220 Central Avenue South
7. **Other Items**
  - a. Review of Development Activities
  - b. Planning Commission Meeting Schedule
8. **Adjournment**

Upcoming Meetings:  
City Council - December 2, 2025  
Planning Commission - December 15, 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

<b>MEETING DATE:</b> December 1, 2025	<b>AGENDA ITEM:</b> 4.a
<b>TITLE:</b> Approve Meeting Minutes from November 17, 2025	
<b>PREPARED BY:</b> Alex Sharpe, Community Development Director	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	
<b>60 DAY DEADLINE:</b> N/A	

**BACKGROUND:**

N/A

**ACTION REQUESTED:**

Staff recommends approval of the regular meeting minutes from November 17, 2025.

**ATTACHMENTS:**

1. Draft November 17, 2025 Meeting Minutes

1                                   **WAYZATA PLANNING COMMISSION**  
2                                   **MEETING MINUTES**  
3                                   **NOVEMBER 17, 2025**

4  
5  
6    **AGENDA ITEM 1. Call to Order**

7  
8    Chair Cameron called the meeting to order at 6:30 p.m.

9  
10   Chair Cameron read a prepared statement that outlined multiple options for joining remotely or  
11   submitting comments and questions.

12  
13   **AGENDA ITEM 2. Roll Call**

14  
15   Chair Cameron noted that present at roll call were all Commissioners: Plantan, Schwalbe,  
16   Severson, Elg, Cameron, VanLoy, and Ankeny. Community Development Director Alex Sharpe  
17   and City Attorney David Schelzel were also present.

18  
19   **AGENDA ITEM 3. Approval of Agenda**

20  
21   Chair Cameron asked for a motion to approve the agenda for the meeting.

22  
23   Commissioner VanLoy made a motion, seconded by Commissioner Elg, to approve the November  
24   17, 2025, agenda as presented.

25  
26   The motion carried unanimously.

27  
28   **AGENDA ITEM 4. Consent Agenda**

29  
30           **a.) Approval of the September 22, 2025, Planning Commission Meeting Minutes**

31  
32   Chair Cameron read the item on the consent agenda and asked if any Commissioner wished to pull  
33   that item for further discussion.

34  
35   Hearing no such request, Chair Cameron asked for a motion to approve the Consent Agenda as  
36   presented.

37  
38   Commissioner Severson made a motion, seconded by Commissioner Schwalbe, to approve the  
39   Consent Agenda as presented.

40  
41   The motion carried unanimously.

42  
43   **AGENDA ITEM 5. Old Business Items**

44  
45   **none**

46

1 **AGENDA ITEM 6. Public Hearing Items**

2  
3 **a) 401 Lake Street East - Ground Floor Retail Variance**

4  
5 Community Development Director Sharpe gave an overview of the variance request for 401 Lake  
6 Street East to reduce the requirement of total retail area and frontage along Lake Street. He  
7 reviewed the site location, Comprehensive Plan guidance, zoning district, existing conditions, the  
8 proposed plan, gross versus net area calculations, and the definitions of retail and service  
9 commercial uses. Mr. Sharpe noted that one public comment had been received on this item from  
10 Anthony Chu, expressing skepticism about the proposed conversion of retail space to office space.

11  
12 At the conclusion of Mr. Sharpe's presentation, Chair Cameron asked if the Commission had any  
13 questions for Staff.

14  
15 Commissioner Severson asked about the variance that had been granted for the subject property in  
16 2020 and what the reasoning was at that time.

17  
18 Mr. Sharpe briefly reviewed the practical difficulties that were noted, including that parking  
19 demands for the entirety of the building limited the amount of area remaining on the ground floor.

20  
21 Commissioner Severson asked if there was parking in the building.

22  
23 Mr. Sharpe confirmed that there is parking in the building that was intended for their users and not  
24 for all of downtown. He noted that they had put parking within the building in order to meet the  
25 parking requirements for the building.

26  
27 There being no further questions for staff, Chair Cameron invited the applicant to address the  
28 Commission.

29  
30 Aaron Foley, Architect with Studio BV and applicant's representative, noted that the current  
31 building owner is not the original owner from the time when the building was built. He reviewed  
32 the existing plan, proposed plan and variance request, and the contextual analysis of what is around  
33 the property on Lake Street.

34  
35 At the conclusion of Mr. Foley's presentation, Chair Cameron asked if the Commission had any  
36 questions for the Applicant.

37 Commissioner Elg asked if Brick and Linen would be reducing their footprint by 50%, and asked  
38 if that was being done at their request or by Walleye Capital's request.

39  
40 Mr. Foley explained that Brick and Linen were currently having some difficulties, so they were  
41 looking to subdivide their space, and this was one of the solutions. He noted that they were still  
42 under the lease until 2029 and wanted to strengthen their footprint and maintain a presence in this  
43 location.

44  
45 Commissioner Elg asked if Mr. Foley had a schematic of the third floor, and explained that he was  
46 curious why Walleye Capital needed 3 new conference rooms.

1  
2 Mr. Foley stated that he can follow up and provide that information to Community Development  
3 Director Sharpe at a later time, and noted that Walleye Capital had just completed a fit-out earlier  
4 in the year of the remaining portion of the third floor.

5  
6 Commissioner Elg asked who the second-floor tenant was.

7  
8 Mr. Foley replied that the second-floor tenant was Compass Realty.

9  
10 Commissioner Schwalbe asked if there had been an attempt by the owner to find more retail users.

11  
12 Mr. Foley stated that his understanding was that the owner had reached out to other people, but  
13 with the amount of space that would be left over with reducing Brick and Linen, it would be  
14 limiting for another retail space coming in. He noted that their proposal was definitely flexible, so  
15 it could be expanded again in the future to a retail space if Walleye Capital would, for example,  
16 move to another space. He clarified that their variance request was not for a permanent change to  
17 the building, but a subdivision of the first floor space.

18  
19 Commissioner Schwalbe asked if Walleye Capital was the original owner of the building.

20  
21 Mr. Foley stated that the original owners were the Lothenbachs.

22  
23 Commissioner Schwalbe asked how long Walleye Capital had been in the building.

24  
25 Mr. Foley noted that he did have that information.

26  
27 Commissioner Ankeny asked if a realtor had been engaged, and if attempts had been made for  
28 attracting other retail users.

29  
30 Mr. Folley stated that there was a realtor with Walleye Capital, Blake Hastings, who had been  
31 working on trying to find a tenant who would be able to lease this space, but they were having  
32 difficulties because of the size of the space left over with the changes being made to Brick and  
33 Linen.

34  
35 Commissioner Severson asked if Mr. Foley could describe what type of efforts were undertaken  
36 to find retail users.

37  
38 Mr. Foley acknowledged that he did not have specific information, but could get back to the  
39 Commission with some of the details following the meeting.

40  
41 Commissioner Schwalbe asked if Walleye Capital wanted to use this space for itself.

42  
43 Mr. Foley explained that Walleye Capital was proposing that they be able to use this space to allow  
44 Brick and Linen to downsize their current space.

45  
46 Commissioner Schwalbe asked if that meant that Walleye Capital's business had grown.

1  
2 Mr. Foley stated that Walleye Capital had grown.

3  
4 Chair Cameron asked if it was an entity of Walleye Capital who owned the business.

5  
6 Mr. Foley confirmed that the building was owned by Fish Base, LLC.

7  
8 There being no additional questions from the Commission for the applicant, Chair Cameron  
9 opened the public hearing on the application at 6:54 pm.

10  
11 Jeff Zitzloff of 319 Barry Ave S. noted that his family owns several properties in the area. He  
12 stated that he had originally thought that this request was for a complete elimination of the retail  
13 space and was glad to hear it was just a space reduction. He noted that he did not believe there  
14 was any public parking inside the building and that parking was all for the tenants. He stated that  
15 the applicant has been a great neighbor and they have a beautiful building, but stated that he would  
16 say 'amen' to the letter that the City received from Anthony Chu about the application. He stated  
17 that he liked having retail on this end of the street, and noted that the building had already been  
18 allowed to have less than the required amount of retail space for their building. He asked the  
19 Commission to take into consideration the best concept for the City, and said he believed it would  
20 be best to keep the retail presence. He stated that he thinks they should be able to find the right  
21 shop to take over that space, and believes it can be filled with retail use.

22  
23 Mr. Sharpe stated there were no people who called in to the meeting that have asked to speak at  
24 the public hearing.

25  
26 There being no one else withing to comment on the application, Chair Cameron closed the public  
27 hearing at 6:58 pm.

28  
29 Chair Cameron asked the Commission to share their questions and feedback on the application.

30  
31 Commissioner Schwalbe stated that she had gone down and looked at the area surrounding this  
32 building and noted that 445 Lake Street does not have any retail use, 415 Lake Street also has no  
33 retail use, and 407 Lake Street does not have retail use. She noted that across the street is 5 Swans,  
34 and asked how the City was applying the retail rule for this area.

35  
36 Mr. Sharpe stated the 5 Swans and Garda site came forward as one large proposal on 2 different  
37 parcels to meet their retail frontage percentage requirement and area percentage on one side. He  
38 noted that some of the other properties listed by Commissioner Schwalbe were not located in the  
39 Central Business District and were zoned PUD. He explained that in recent reviews and projects,  
40 the City has been consistently applying the retail requirements.

41  
42 Commissioner Schwalbe stated that there was not much retail use in this area. She noted that it  
43 would be nice to have more there, and hated to give it up when the City could use more retail  
44 spaces. She referenced the letter submitted by Mr. Chu about how pleasant he has found the  
45 shopping in downtown Excelsior to be, and she agreed that it was charming. She stated that

1 Wayzata did not have both sides of the street going all the way on Lake Street and felt that the City  
2 had given up a lot of charm by having so much business and not enough retail on the ground floor.

3  
4 Commissioner Ankeny asked if the TCF building, when developed, would be considered retail.

5  
6 Mr. Sharpe explained that the former TCF building was a Planned Unit Development (PUD),  
7 which has its own requirements and prescriptive uses. He stated that the proposals recently  
8 approved by the City required ground-floor retail in portions of the building.

9  
10 Commissioner VanLoy stated that there is a gap, from a retail standpoint, in the area, and asked if  
11 any of the properties between the ice cream shop and Brick and Linen were up for redevelopment.  
12 He asked if they were up for redevelopment if the expectation would be that the City would apply  
13 the requirement for retail use on the first floor.

14  
15 Mr. Sharpe stated that if those properties were to be redeveloped, the City would require that they  
16 meet current requirements.

17  
18 Commissioner Severson asked if the City had any current retail use that was about the size of the  
19 proposed space.

20  
21 Mr. Sharpe stated that Ben and Jerry's was probably a bit larger because they have a back room.  
22 He noted that he had not been inside the Thirsty Whale yet, but he had heard that they are pretty  
23 small. He explained that this proposal was for a relatively small retail space, and noted that there  
24 would not be any room for a back room or additional inventory storage. He stated that it would  
25 have to be a boutique kind of usage, in that whatever is on the shelves is what is available for  
26 purchase at the store. He acknowledged that this was also how the current space was set up because  
27 there were no additional storage spaces or backrooms.

28  
29 Commissioner Elg stated that Brick and Linen is really not retail because it is a service business  
30 for architecture and interior design. He noted that the products on the shelves may be for sale, but  
31 he believed it was largely for display to show their design skills. He stated that he had been an  
32 astute observer and student of retail spaces in small towns for over 30 years and was sympathetic  
33 to the parties involved. He noted that Excelsior's retail space is beautiful, but did not believe  
34 shoppers walked the entire area on both sides of the streets outside of the holidays or special events.  
35 He referenced the recent application from Presbyterian Homes to change retail spaces into homes  
36 because they could not get retail. He stated that at the same time, he thinks the City should stand  
37 firm on preserving spaces for retail. He stated that if Brick and Linen leaves, they will have a very  
38 difficult time finding a retailer that would be interested in that small of a space. He reiterated that  
39 he was sympathetic to the challenges of retail but thinks it is important for Wayzata to maintain  
40 the desire for retail and was not in favor of recommending approval of this request due to the  
41 existing reduction permitted and the additional impact another reduction would have on the area.

42  
43 Commissioner VanLoy stated that the City, in 2020, made sure that the space was usable for the  
44 tenants, but maintained a retail front requirement on Lake Street. He stated that with a view to  
45 what is coming to the City, for example, redevelopment of the former TCF building, he believed  
46 that keeping a focus on retail will be key, and he was also not in favor of this request.

1  
2 Commissioner Plantan stated that she felt the proposal was not consistent with the intent of the  
3 Zoning Ordinance or consistent with Comprehensive plan. She expounded on the criteria for a  
4 variance stating that while the request was reasonable it did not meet the other criteria outlined in  
5 the staff report for a variance. She stated that at this time she would find it difficult to  
6 recommend approval of this request.

7  
8 Commissioner Ankeny stated that she agreed with what had already been said, and it was nice to  
9 have retail space. She noted that the City had already given them a break on the retail area  
10 requirements.

11  
12 Commissioner Schwalbe stated that she agreed with what had been shared by the other  
13 Commissioners. She noted that the City needed to take the long view of what they want for  
14 Wayzata further down the road, and she did not believe it was to give away more retail space, little  
15 by little, for non-retail use, and she was not in favor of recommending approval of their request.

16  
17 Commissioner Severson stated that she agreed particularly because if this space is cut in half, there  
18 will be smaller retail space leftover, and they already have a variance for this building and would  
19 not support an additional reduction. She explained that she would like to preserve the available  
20 retail space that the City had.

21  
22 Chair Cameron stated that he echoed the comments shared by the Commission and would not  
23 support reducing the retail space in this area any further. He also noted that this proposal would  
24 alter the essential character of the locality.

25  
26 There being no further discussion, Chair Cameron asked for a motion on the application.

27  
28 Commissioner Camerson made a motion, seconded by Commissioner Severson, to direct staff to  
29 prepare a draft Planning Commission Report and Recommendation with appropriate findings  
30 reflecting a recommendation of denial of the variance request for ground-floor retail area at 401  
31 Lake Street East for review and adoption at the next Planning Commission meeting.

32  
33 The motion carried unanimously.

34  
35 **AGENDA ITEM 7. Other Items:**

36  
37 **a) Review of Development Activities**

38  
39 Mr. Sharpe noted that staff had distributed the Planning Commissioner Handbook to the  
40 Commission. He stated that most of the current projects were buttoning up for the winter months  
41 and gave an overview of projects and plans for the winter.

42  
43 Chair Cameron asked for an update on Moments of Wayzata and explained that the site was kind  
44 of an eyesore.

1 Mr. Sharpe stated that Moments of Wayzata has paid their past-due City fees, which means its  
2 approvals have been extended through November 2026. He noted that City police and staff were  
3 trying to work with the applicant on securing the site.  
4

5 **b) Planning Commission Meeting Schedule**  
6

7 Mr. Sharpe noted that the Commission has meetings scheduled for December 1, 2025, and  
8 December 15, 2025.  
9

10 **AGENDA ITEM 7. Adjournment.**  
11

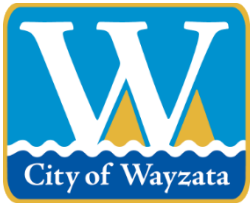
12 There being no further business on the agenda, Chair Cameron asked for a motion to adjourn.  
13

14 Commissioner Plantan made a motion, seconded by Commissioner VanLoy, to adjourn the  
15 Planning Commission meeting.  
16

17 The motion carried unanimously.  
18

19 The Planning Commission meeting was adjourned at 7:25 p.m.  
20

21 Respectfully submitted,  
22 Kayla Atkins Rokosz  
23 *TimeSaver Off Site Secretarial, Inc.*  
24



**City of Wayzata  
Planning Commission  
Agenda Report**

<b>MEETING DATE:</b> December 1, 2025	<b>AGENDA ITEM:</b> 4.b
<b>TITLE:</b> Approve Planning Commission Report and Recommendation of Denial for Required Retail Percentage at 401 Lake Street East	
<b>PREPARED BY:</b> Alex Sharpe, Community Development Director	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	
<b>60 DAY DEADLINE:</b> 60 Day Deadline - December 19, 2025 120 Day Deadline - February 17, 2026	

**BACKGROUND:**

The applicant, Studio BV, on behalf of the property owner, Fish Base LLC, has submitted a variance application to reduce the required area of retail uses required on the ground floor from 22% to 11%. An existing variance adopted via Resolution 07-2020 approved a reduction of retail area from 50% to 22%.

**ACTION REQUESTED:**

Staff recommends approval of the Planning Commission Report and Recommendation.

**ATTACHMENTS:**

1. Draft Resolution Denying Variance 401 Lake
2. Draft Planning Commission Report and Recommendation - 401 Lake Street Retail Percentage Variance

**RESOLUTION NO. 46-2025****RESOLUTION DENYING GROUND FLOOR RETAIL VARIANCE  
AT 401 LAKE STREET EAST**

**WHEREAS**, Applicant Studio BV, on behalf of the property owner, Fish Base LLC, (collectively, the “Applicant”) has submitted an application (the “Application”) for approval of a variance (the “Ground Floor Retail Variance”) to reduce the required area of retail or service commercial uses on the ground floor of the building on the property at 401 Lake Street East, legally described on Attachment A (the “Property”); and

**WHEREAS**, the Wayzata Planning Commission, pursuant to the Zoning Ordinance, held a public hearing on the Application, and adopted a Report and Recommendation to the City Council to deny the request for approval of the Ground Floor Retail Variance on December 1, 2025, a copy of which is attached to this Resolution as Attachment B (the “PC Report and Recommendation”).

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Wayzata, Minnesota as follows:

A. Based on the Application materials, additional materials submitted by the Applicant, staff reports, public comment and information presented at the public hearing, the standards of the Wayzata Zoning Ordinance, and the findings and recommendations of the PC Report and Recommendation, all of which are incorporated by reference in this Resolution, the City Council of the City of Wayzata hereby finds, confirms and memorializes that the request in the Application does not meet all of the applicable standards and requirements of the Wayzata Zoning Ordinance.

B. Based on the foregoing, the request for the Ground Floor Retail Variance in the Application is hereby **DENIED**.

Adopted by the Wayzata City Council this 16<sup>th</sup> day of December 2025.

---

Andrew Mullin, Mayor

ATTEST:

\_\_\_\_\_  
Aurora Yager, Interim City Manager

**ACTION ON THIS RESOLUTION:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 16, 2025.

\_\_\_\_\_  
Kathy Leervig, City Clerk  
SEAL

Attachment A:  
Legal Description of Property

Attachment B:  
Planning Commission Report and Recommendation on the Application

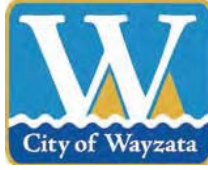
**Attachment A**  
Legal Description and Information on Property

Address	401 Lake Street E
PID	06-117-22-31-0103
Legal Description	Stephens' Rearrangement of Blocks 3 and 4 Townsite of Wayzata
Abstract or	Torrens
Certification NO.	1471810

DRAFT

**Attachment B**  
PC Report and Recommendation

DRAFT



## WAYZATA PLANNING COMMISSION

December 1, 2025

### REPORT AND RECOMMENDATION OF DENIAL OF GROUND FLOOR RETAIL AREA VARIANCE AT 401 LAKE STREET EAST

DRAFT

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#### SUMMARY OF RECOMMENDATION

**DENIAL** of Variance for Ground Floor Retail Area

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#### REPORT AND RECOMMENDATION

##### Section 1. BACKGROUND

- 1.1 Application. Studio BV, on behalf of the property owner, Fish Base LLC, (collectively, the “Applicant”) has submitted an application (the “Application”) for approval of a variance to reduce the required area of retail or service commercial uses on the ground floor of the building on the property at 401 Lake Street East, legally described on Attachment A (the “Property”). This would allow for approximately half of the existing retail space to be converted for use as private office conference rooms.
- 1.2 Approval Requested. The Applicant is requesting approval of a variance from the C-4 Central Business District requirement that at least 50 percent of the building frontage on the ground floor along Lake Street be used for retail or service commercial use and should comprise at least 50 percent of the ground floor building footprint. Sec. 978.06. The requested variance would allow a reduced retail space of 11 percent of the ground floor and less than 50 percent of building frontage along Lake Street (the “Ground Floor Retail Variance”). A variance for the Property was granted in 2020 to allow for a reduction in the required area of retail or service commercial use from 50 percent to 22 percent.

- 1.3 Property. The address, property identification number, and owner of the Property are:

Address	PID	Owner
401 Lake St E	06-117-22-31-0103	Fish Base LLC

- 1.4 Land Use Designations. The Property is zoned and guided as follows:

Zoning:	C-4 Central Business District
Comp Plan:	Central Business District
Overlay districts:	Shoreland Overlay District Lake Street Design District

- 1.5 Notice and Public Hearing. Notice of the public hearing on the Application was published in the *Sun Sailor* on October 31, 2025 and mailed to all property owners located within 500 feet of the Property on November 7, 2025. The public hearing on the Application was held at the November 17, 2025 Planning Commission meeting.

## Section 2. STANDARDS

- 2.1 Retail or Commercial Use Requirement. In the C-4 Central Business District, at least 50 percent of the building frontage on the ground floor along Lake Street must be used for retail or service commercial use and should comprise at least 50 percent of the ground floor building footprint. Sec. 978.06.B.
- 2.2 Variances. The applicable criteria for granting a variance from the standards of the Zoning Ordinance under Sec. 905.1.C. are:
- A. Variances shall only be permitted when they are:
    - (i) in harmony with the general purposes and intent of the Zoning Ordinance; and
    - (ii) consistent with the Comprehensive Plan.
  - B. Variances may be granted when the Applicant establishes that there are practical difficulties in complying with the Zoning Ordinance.
  - C. "Practical difficulties," as used in connection with the granting of a variance, means that:
    - (i) the property owner's proposal for the property is reasonable but not permitted by the Zoning Ordinance;
    - (ii) the plight of the landowner is due to circumstances unique to the property, and not created by the landowner; and
    - (iii) the variance, if granted, will not alter the essential character of the locality.

- D. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.
- E. The City Council shall not permit as a variance any use that is not allowed under the Zoning Ordinance for property in the zoning district where the affected person's land is located, except the City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.
- F. An application for a variance shall set forth reasons that the variance is justified under the criteria of this section in order to make reasonable use of the land, structure or building.

### **Section 3. FINDINGS**

Based on the Application materials, staff report, public comment presented at the public hearing, and Wayzata's Zoning Ordinance, the Planning Commission of the City of Wayzata makes the following findings of fact:

#### **3.1 Variance.**

- A. A reduction in the required retail or service commercial use for the Property has already been granted, and a further reduction would not be consistent with the purpose and intent of the Zoning Ordinance or the guidance of the Comprehensive Plan related to the requirements and goals of maintaining and promoting retail and service commercial uses on Lake Street in the Central Business District that are "characteristic of a 'downtown' area" with a "diversity of retail, office, service and residential land uses at a high level of development quality to enhance it as a regional destination." Sec. 978.01; 2040 Comp Plan.
- B. The Applicant has not established that there are "practical difficulties" in complying with the already reduced retail or commercial use requirements for the Property.
- C. The Ground Floor Retail Variance is not due to circumstances related to the unique conditions of the Property, which are similar to those of many other properties along Lake Street in the Central Business District that comply with the standards for retail and service commercial.
- D. The Ground Floor Retail Variance would alter the essential character of the locality by further reducing the areas fronting Lake Street in the Central Business District that are used and available for retail and service commercial.

- E. The Applicant has not provided sufficient reasons that the Ground Floor Retail Variance is justified under applicable criteria of the ordinance in order to make reasonable use of the land, structures and building on the Property. Economic considerations alone do not constitute practical difficulties.

#### **Section 4. RECOMMENDATION**

- 4.1 Planning Commission Recommendation. Based on the findings in section 3 of this Report, the Planning Commission recommends **DENIAL** of the Ground Floor Retail Variance.

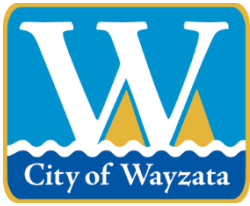
Adopted by the Wayzata Planning Commission the 1<sup>st</sup> day of December 2025.

DRAFT

Attachment A  
Legal Description and Information on Property

Address	401 Lake Street E
PID	06-117-22-31-0103
Legal Description	Stephens' Rearrangement of Blocks 3 and 4 Townsite of Wayzata
Abstract or	Torrens
Certification NO.	1471810

DRAFT



## City of Wayzata Planning Commission Agenda Report

<b>MEETING DATE:</b> December 1, 2025	<b>AGENDA ITEM:</b> 6.a
<b>TITLE:</b> Consider Application for a Variance and Conditional Use Permit (CUP) to Allow Construction of a Two-Family Dwelling at 220 Central Avenue South	
<b>PREPARED BY:</b> Alex Sharpe, Community Development Director	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	
<b>60 DAY DEADLINE:</b> 60 Day Deadline: 1/3/2026 120 Day Deadline: 3/4/2026	

### **BACKGROUND:**

The applicant and property owner, Custom One Homes, LLC, has submitted a Variance and Conditional Use Permit to allow construction of a two-family dwelling at 220 Central Ave. S. The attached staff report provides additional information on the project proposal.

### **ACTION REQUESTED:**

After considering the items outlined in this report, holding the public hearing on the application, and discussing the requests of the application, the Planning Commission should direct staff to prepare a draft Planning Commission Report and Recommendation, with appropriate findings, reflecting a recommendation on the requests in the application, for review and adoption at the next Planning Commission meeting.

### **ATTACHMENTS:**

1. Staff Report
2. Applicant Narrative
3. Proposed Site Plan
4. Home Plans
5. Home Rendering
6. Home Rendering



**Staff Report  
Wayzata Planning Commission  
December 1, 2025**

**Project Name:** 220 Central Ave S.- Variance and CUP to Construct Two-Family Dwelling

**Applicant:** Custom One Homes, LLC

**Addresses of Request:** 220 Central Ave S.

**Prepared by:** Alex Sharpe, Community Development Director

**“60-Day” Decision Deadline:** January 3, 2026

**“120-Day” Decisions Deadline:** March 4, 2026

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**Development Application**

Introduction

The applicant, Custom one Homes, LLC, Owner and applicant and has submitted a land use application for a variance and conditional use permit (CUP) to allow the construction of a two-family dwelling at 220 Central Ave S.

City code allows two-family dwellings in the R-3A Single and Two Family Zoning District subject to a CUP. Code also requires that the minimum lot width be 100 feet. The subject property is 89.9 feet wide and requires a variance of 10.1 feet to allow a two-family home.

The applicant has provided a site plan and sample building elevations for review. If approved, a full survey, tree inventory, etc. will be required.

Property Information

The property identification number and owner of the property are as follows:

<b>Address</b>	<b>PID</b>	<b>Owner</b>
220 Central Ave S	05-117-22-32-0004	Custom One Homes, LLC

The current zoning and comprehensive plan land use designation for the property is as follows:

<b>Zoning District:</b>	R-3A Single and Two Family
<b>2040 Comp Plan Designation:</b>	Central Core Residential

<b>Overlay Districts:</b>	N/A
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Project Location

The property is located on the southeast corner of Circle Drive E and Central Ave S.:  
*Map 1: Aerial Photograph of Area, 2025*



*Source: Hennepin County GIS*

Application Requests

As part of the submitted development application, the applicant is requesting approval of the following item:

- A. Conditional Use Permit (CUP) for a two-family dwelling: City Code Ch.937.02. This code section includes the “Use Table” for all residential zoning districts. Two-Family dwellings are a conditional use within the R-3A zoning district.

A detailed narrative from the application is attached to this staff report. When evaluating this request, City Code Ch.905.01 Variances, should be considered. The standards from this section of code are included at the end of this staff report.

- B. Minimum lot width variance for a two-family dwelling: City Code Ch.955.06.A.2. Requires that two-family dwellings have a minimum lot width of 100 feet. The subject property is 89.9 feet wide and requires a 10.1 foot variance for a two-family dwelling to be permitted.

### Comprehensive Plan

The land use designation for the subject property in the 2040 Plan is Central Core Residential. This land use designation is intended to “*identify existing single-family homes and small scale multiple family uses within older neighborhoods in the City’s core.*” The 2040 Comprehensive Plan notes that this designation is a “*combination of single family homes and twin homes/townhomes, when the lot sizes allow...*”. The subject property does not meet the minimum lot width but exceeds the minimum lot area requirements. Two-family dwellings require lots with a minimum area of 18,000 sq. ft. and the subject property is approximately 26,137 sq. ft.

### Public Hearing Notice

The public hearing notice was published in the *Sun Sailor* on November 13, 2025. The public hearing notice was also mailed to all property owners located within 500 feet of the subject property on November 20, 2025.

### Neighborhood Notification

The applicant mailed a letter with additional details about the application to residents within 500 feet of the subject property on November 21, 2025.

### Public Comments

As of November 24, 2025, no public comments have been received.

### **Description of Proposal**

The applicant is proposing to construct a two-family home at the subject property. A conditional use permit and variance are required prior to issuance of a building permit. The applicant’s narrative seeks to establish the practical difficulties for their proposal.

### **Analysis of Application**

City staff has reviewed the pertinent information and City Code requirements for the proposed project and provides the following analysis and information:

### Conditional Use Permit (CUP)

As noted, two-family dwellings are a conditional use within the R-3A zoning district. Conditional uses are those that are generally permitted but may have specific performance standards or conditions added to mitigate impacts to surrounding properties or the City. When considering CUP’s the Planning Commission is directed to refer to code

section 904.02F. These provisions are included in the “Applicable Code Provisions for Review” section of this report.

#### Minimum Lot Width Variance

City ordinance requires that lots have a minimum lot width of 100 feet for two-family dwellings in the R-3A district. The subject property is 89.9 feet wide. The proposed two-family dwelling meets all setback requirements and has a significantly larger front and rear setback than required. There are other two-family dwellings in the vicinity, including the property to the south, however, those evaluated meet the minimum lot width required.

#### Neighborhood Composition

The subject property is in a transitional area; the property to the north is zoned R-5 High Density Residential, the City’s most dense residential zone. To the south of the subject parcel is a two-family dwelling on a conforming lot. Traditional zoning techniques state that density proceed on a scale from higher to lower densities and vis-versa. In this instance, lower density properties exist to the west across the street and to the south while higher density parcels exist to the north.

#### **Engineering and Forestry**

The City Engineer and City Forester have preliminarily reviewed the proposal and have the following comments/conditions.

1. Provide a grading plan and grading/earthwork quantities. List cut volumes separate from fill volumes. Surveys and grading plans must be signed by a licensed land surveyor or a licensed engineer.
2. Provide a Tree Preservation Plan meeting the requirements of City Code Chapter 936.
3. Provide a survey showing the existing conditions, including lot coverage and impervious surface coverage calculations.
4. Verify that lot coverage and impervious surface coverage calculations for the existing conditions are shown correctly on the survey.
5. On the survey show the existing water main and existing sanitary sewer main and manholes in the Central Avenue ROW.
6. The existing water service is a  $\frac{3}{4}$  inch copper service, which must be replaced with a 1-inch or larger service to the water main beneath the street. This work will require a Utility Permit and a ROW Excavation Permit.
7. Is a fire suppression system proposed for the buildings? Will the buildings be served by one or two water services?
8. The existing sewer service is a 4-inch service, connected to the sewer manhole in the street. This service may be re-used with the approval of the Wayzata Utility Department, however it must be televised and video footage submitted to the Wayzata Utility Department for review. This work will require a Utility Permit and possibly a ROW Excavation Permit.
9. Show the entire width of the Central Avenue ROW and the existing curb cut on both sides of the street. Note that curbs shall be restored/modified to accommodate the proposed driveway with concrete or bituminous curbs as

appropriate, to match the existing curbs along Central Avenue. This work requires a ROW Excavation Permit.

10. Label the proposed driveway width in the ROW, and the proposed driveway surfacing material.
11. A separate ROW Excavation Permit is required for any work in the ROW, including for driveway/curb/sidewalk alterations, landscaping, and excavations required for utility work. Inspections of forms for concrete are required before concrete is poured, and inspections are required on aggregate base before street or curb paving or patching occurs. Milled lap-joints are required on all bituminous street patches.
12. Provide a SWPPP/erosion control plan.
13. Where silt fence is proposed to be used in areas with existing trees to be protected, use bio-logs to anchor the silt fence rather than machine slicing the silt fence into the soil. Machine slicing is prohibited where tree roots are present.
14. Is the existing staircase and retaining walls in the ROW proposed to remain in place? If so, a ROW Encroachment Permit and a formal ROW Encroachment Agreement between the property owner and the City will be required.

### **Considerations for the Planning Commission**

When considering an application for a variance and CUP, City ordinance and state statute provide the Planning Commission and City Council with criteria for evaluation. Code excerpts are attached to this report for further reference. Staff has summarized this criteria for the Planning Commission below.

### **Conditional Use Permit (CUP) Criteria (Sections 904.02.F. – G.)**

Conditional Uses are considered a generally permitted use, subject to potential conditions. The Planning Commission and City Council shall consider potential adverse affects of the proposed conditional use on neighboring properties. When considering adverse affects the Commission should evaluate the following:

1. Is the use consistent with the Comprehensive Plan guidance?
2. Is the proposed use compatible with the area?
3. Does the proposed use meet code requirements for parking, setbacks, etc.
  - a. If it does not, can impacts be mitigated with conditions?
4. Would the proposed use affect property values?
5. Does the proposed use affect traffic patterns?
  - a. If so, can these affects be mitigated with conditions?
6. What impacts would the proposed use have on public services (water, sewer, schools, etc.)?

All conditions placed as part of a CUP must be “roughly proportional” to the proposal. This means the Commission must consider the impact of the proposal when evaluating the extent of a condition. Smaller projects typically have less significant conditions where larger projects, or those with more impact, may have more significant conditions.

### **Variance Criteria (Section.905.1C.)**

Harmony with Zoning / Consistent with Comp Plan

Variances shall only be permitted when they are:

- a) *In harmony with the general purposes and intent of [the Zoning] Ordinance; and*
- b) *Consistent with the Comprehensive Plan.*

“Practical Difficulties” Have Been Established by Applicant

Variances may only be granted when *the applicant has established* that there are “*practical difficulties*” in complying with the applicable zoning, which means showing that all of the following are true:

1. The proposal in the application is “reasonable”;
2. The “plight of the landowner” is due to circumstances “unique to the property”, and “not created by the landowner”;
3. The variance will not “alter the essential character” of the locality; and
4. Economic considerations are not the sole reason for the practical difficulty.

**Standards of Planning Commission Review of Application Requests**

The variance request is a quasi-judicial review and decision, meaning that the Planning Commission acts similar to a judge in a courtroom and applies the relevant rules of the Zoning Ordinance to this particular property and proposed development. The Planning Commission should recommend approval of the CUP and minimum lot width variance requests by the applicant if the Commission determines that they meet all of the Zoning Ordinance requirements in City Code Section 904.02 F.-G. and 905.01 C.

**Action Steps**

After considering the items outlined in this report and the public hearing held at the meeting, the Planning Commission should direct staff to prepare a *Planning Commission Report and Recommendation*, with appropriate findings, reflecting a recommendation on the application for review and adoption at the next Planning Commission meeting.

**Proposed Conditions**

If the Planning Commission seeks to provide a recommendation of approval of the proposed application, staff recommends the following conditions of approval be included.

1. The applicant shall meet all conditions as outlined by the City Engineer/Forester.
2. Prior to issuance of a building permit a tree preservation plan shall be submitted that meets Chapter 936 – Tree Preservation.
3. Prior to issuance of a building permit a site survey must be provided which provides verification of all setbacks, building coverage and impervious surface coverage.

**Attachments**

1. Applicant Narrative
2. Proposed Site Plan
3. Proposed Elevations
4. Interior Plans  
Proposed House Renderings

### **Applicable Code Provisions for Review**

The following code excerpts are to be utilized for the Planning Commission and City Council's review of the proposed application.

#### Conditional Use Permit Ordinance Provisions (Ch.904.02.F. – G.)

F. The Planning Commission and City Council shall consider possible adverse effects of the proposed conditional use. Their judgment shall be based upon (but not limited to) the following factors:

1. The proposed action in relation to the specific policies and provisions of the official City Comprehensive Plan.
2. The proposed use's compatibility with present and future uses of the area.
3. The proposed use's conformity with all performance standards contained herein (i.e., parking, loading, noise, etc.).
4. The proposed use's effect on the area in which it is proposed.
5. The proposed use's impact upon property values in the area in which it is developed.
6. Traffic generated by the proposed use is in relation to capabilities of streets serving the property.
7. The proposed use's impact upon existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity.

G. The Planning Commission and City staff shall have the authority to request additional information from the applicant concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant concerning operational factors, said information is to be declared necessary to evaluate the request and/or to establish performance conditions in relation to all pertinent sections of this Ordinance. Failure on the part of the applicant to supply all necessary supportive information may be grounds for denial of the request.

#### Zoning Ordinance Variances (Ch.905.01 C.)

The criteria for granting a variance includes the following conditions governing considerations of variance requests.

1. Variances shall only be permitted when they are:
  - a) In harmony with the general purposes and intent of this Ordinance; and
  - b) Consistent with the Comprehensive Plan.
2. Variances may be granted when the Applicant for the variance establishes that there are practical difficulties in complying with this Ordinance.
  - a. "Practical difficulties," as used in connection with the granting of a variance, means that:
    - a) The property owner's proposal for the property is reasonable but not permitted by this Ordinance;
    - b) The plight of the landowner is due to circumstances unique to the property, and not created by the landowner; and
    - c) The variance, if granted, will not alter the essential character of the locality.

- d) Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.
- 3. Variances shall be granted for earth sheltered construction as defined in Minn. Stats. § 216C.06, Subd. 14, when in harmony with this Ordinance.
- 4. The City Council shall not permit as a variance any use that is not allowed under this Ordinance for property in the zoning district where the affected person's land is located, except the City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.
- 5. The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.
- 6. An application for a variance shall set forth reasons that the variance is justified under the criteria of this section in order to make reasonable use of the land, structure or building.

# CUSTOM ONE HOMES

## Letter of Intent for Variance Application

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**Date:** October 31, 2025  
**Subject Property:** 220 Central Avenue S, Wayzata, MN 55391  
**Re:** Two-Family Dwelling Width Variance Request  
**Property Owners:** Custom One Homes, LLC  
**Applicant:** Custom One Homes, LLC  
5097 Woodlane Alcove  
Woodbury, MN 55129  
Todd Polifka  
651-964-4129  
[todd@customonehomesmn.com](mailto:todd@customonehomesmn.com)

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To Whom It May Concern,

Custom One Homes respectfully submits this Letter of Intent to the City of Wayzata in support of our variance application at 220 Central Avenue South. The subject property is located in the R-3A Single and Two-Family Residential District. We are seeking relief from the two-family lot width ordinance for the construction of a two-family dwelling. The two-family dwelling minimum lot width within this district is 100 feet, whereas the subject property measures 89.9 feet wide. Therefore, we are seeking a variance of 10.1 feet from the minimum two-family lot width ordinance. This district allows for two-family homes on a case-by-case basis, so our request is consistent with the Comprehensive Plan, and aligns with the general purpose and intent of this district and ordinance.

Per the zoning requirements within this district, a Two-family dwelling must meet the following criteria,

- *Minimum lot area: 18,000 square feet (9,000 square feet per unit)*
- *Minimum lot depth: 100 feet*
- *Minimum lot width: 100 feet*

The subject property far exceeds the first two requirements with an area of over 26,000 square feet and lot depth over 290 feet. However, the subject property measures 89.91 feet in width, which falls just over ten feet short of the minimum requirement. While the lot width is slightly below standard, the lot area exceeds the minimum requirement by over 8,000 square feet and the lot depth exceeds the minimum requirement by over 190 feet. Given the lot area and depth, we feel this demonstrates that the site is well suited for a two-family dwelling.

The subject property clearly possesses the area, infrastructure capacity, and character to support

Est. 1983

# CUSTOM ONE HOMES

a two-family dwelling in harmony with the R-3A district's stated intent. To enforce the lot width standard alone without considering the depth and square footage, limits the reasonable use for this generously sized property. Secondly, the lot width of the subject property is a unique, pre-existing condition that was established long before the current zoning standards were written. Together, these conditions satisfy the "practical difficulties" test under Minnesota Statute § 462.357, subd. 6(2), as referenced by the League of Minnesota Cities: the proposed use is reasonable, and the circumstance is unique to this property.

The City of Wayzata has shown support by granting reasonable dimensional relief where applicants demonstrate design sensitivity, public benefit, and practical hardship. The variance approved at 231 Manitoba Avenue S, illustrates the City's willingness to balance ordinance intent with pragmatic, community-oriented outcomes. Our request aligns with the intent of the R-3A district and reflects our commitment to a thoughtful, high-quality community-minded design that enhances the character of the neighborhood and promotes efficient and sensible land use. Our vision is to create a space that demonstrates our vision for responsible growth while maintaining the integrity and character of the Wayzata community, which is what makes it such an exceptional place to live.

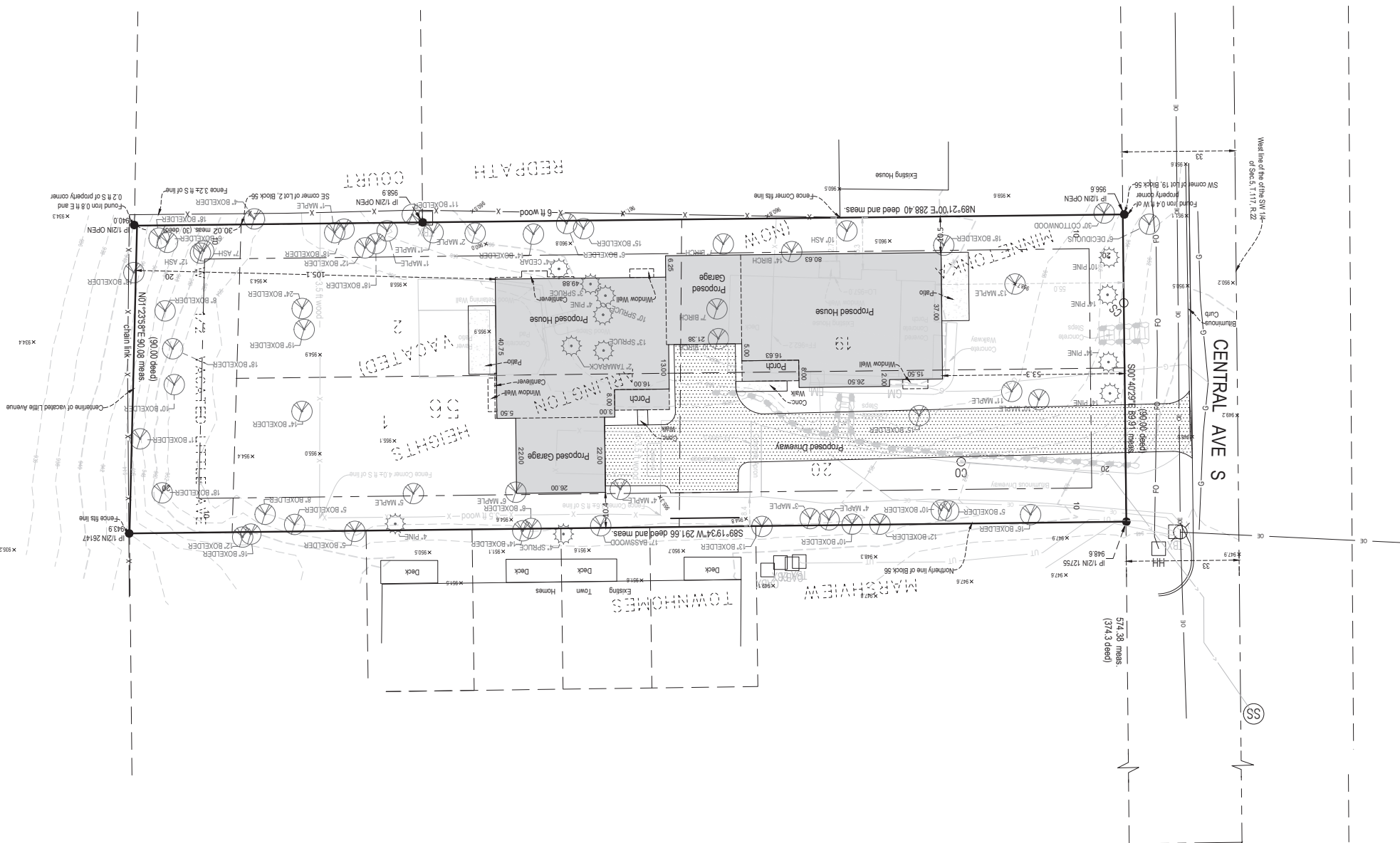
We respectfully request approval of this variance to allow a two-family dwelling at 220 Central Avenue South. This request will be presented during the Planning Commission's Public Hearing on December 1<sup>st</sup>, 2025, at 6:30pm at the Wayzata City Hall in the Wayzata Community Room located at 600 Rice St, Wayzata, MN. From there, the Commission will prepare their recommendation to be presented during the Planning Commissions Consent Agenda meeting, currently proposed for December 15<sup>th</sup>, 2025, at 6:30pm. The final review will be conducted during the City Council hearing proposed for January 6<sup>th</sup>, 2026, at 6:30pm.

Should you have any questions or comments, you can mail them to City Hall, email them to [publiccomment@wayzata.org](mailto:publiccomment@wayzata.org) or call City Staff at 952-404-5312.

Thank you for your time and consideration.

Respectfully Submitted,

Todd Polifka  
Custom One Homes  
President



**SURVEY NOTES**

- BACKGROUND INFORMATION SHOWN PER BOUNDARY SURVEY PERFORMED BY LANDFORM ON 11-08-2023 AND SIGNED 11-17-2023 EXPRESSLY FOR THIS PROJECT.
- FOR THE PURPOSES OF THIS SURVEY THE BEARING SYSTEM IS BASED ON THE HENNEPIN COUNTY COORDINATE SYSTEM.
- THE SURVEYOR DOES NOT GUARANTEE, IN WRITING OR ASSUMED, THAT THE UTILITIES AS SHOWN ARE IN THE EXACT LOCATION. NO EXCAVATION WAS PERFORMED TO LOCATE THE UNDERGROUND UTILITIES.
- ALL ELEVATIONS SHOWN ARE PER DATUM NAVD88.

**PROPERTY DESCRIPTION**

Lots 1, 2, 19, 20 and the West Half of Little Avenue lying directly East of said Lots 1 and 2, Block 56, MINNETONKA ARLINGTON HEIGHTS, said Block 56, now vacated, described more particularly as follows: Commencing at a point distant 574.3 feet South and distant 33 feet East of the Northwest corner of the Southwest Quarter of Section 5, Township 117 North, Range 22 West of the 5th Principal Meridian, thence East along the Northern line of said Block 56, as originally platted, a distance of 291.65 feet to the center of Little Avenue, now vacated, on the East side of said Block 56; thence South along the center of said Avenue a distance of 90 feet to a point distant 30 feet East of the Southeast corner of said Lot 2, thence West along the South line of Lots 2 and corner of said Lot 2, a distance of 288.4 feet to the Southwest corner of said Lot 19 as originally platted, thence North 90 feet to the point of beginning, according to the recorded plat thereof, and situate in Hennepin County, Minnesota.

**PROPERTY ADDRESS**

220 Central Ave S, Wayzata, Minnesota

**SITE SYMBOLS**

EXISTING	DESCRIPTION
X 962.3	EXISTING SPOT ELEVATION
---	EXISTING CONTOUR (11-08-2023)
---	UNDERGROUND GAS MAIN
---	UNDERGROUND ELECTRIC
---	UNDERGROUND TELEPHONE
---	UNDERGROUND FIBER OPTIC
---	OVERHEAD ELECTRIC
---	FENCING
⊙	CONIFEROUS TREE
⊙	DECIDUOUS TREE
⊙	BOLLER RETAINING WALL
⊙	SANITARY MANHOLE
⊙	HAND HOLE
⊙	ELECTRIC BOX
⊙	CABLE BOX
⊙	TELEPHONE PEDESTAL
⊙	ELECTRIC METER
⊙	CURB STOP
⊙	SANITARY SEWER CLEANOUT
⊙	IRON MONUMENT FOUND
⊙	FINISHED FLOOR ELEVATION
⊙	LOW OPENING ELEVATION

**EXISTING HARDCOVER CALCULATIONS**

HOUSE AND GARAGE (both)	S.F.
House	1548
Garage	748
Conc. Walk	58
Conc. Pads	197
Conc. Apron	46
Brick Pavers	70
Bit. Pvd	24
Bit. Driveway	976
Shield	127
<b>TOTAL HARDCOVER</b>	<b>3794</b>

**PERCENT HARDCOVER**

TOTAL HARDCOVER 3794 S.F.    23.2 %

**PROPOSED HARDCOVER CALCULATIONS**

HOUSE AND GARAGE (both)	S.F.
House and Garage (both)	5184
Driveway	2763
Pavos (both)	320
Conc. Walk (both)	58
Front Porch (both)	198
<b>TOTAL HARDCOVER</b>	<b>8821</b>

**PERCENT HARDCOVER**

TOTAL HARDCOVER 8821 S.F.    32.7 %



**LOT FIT**

PROJECT NO. COH23052

FILE NAME: VEBKCOH23052.dwg

105 South Fifth Avenue    Tel: 612-252-9070

Suite 513    Web: landform.net

Minneapolis, MN 55401    Fax: 612-252-9077

**REVISION HISTORY**

DATE	REVISION
2025-08-28	HARDCOVER

**PROJECT MANAGER REVIEW**

DATE: 2025-07-07

**CERTIFICATION**

220 Central Ave, South, Wayzata, Minnesota.

**PROPERTY ADDRESS**

220 Central Ave S

**PROJECT**

WAYZATA MINNESOTA

**MUNICIPALITY**

Wayzata, MN 55125

552 Blaine Dr

Suite 103

Woodbury, MN 55125

TEL: 651-458-1972

**CLIENT**

Custom One Homes

Name: Hilde

652 Blaine Dr

Suite 103

Woodbury, MN 55125

TEL: 651-458-1972

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**REVISION HISTORY**

DATE: 2025-07-07

REVISION: HARDCOVER

**PROJECT MANAGER REVIEW**

DATE: 2025-07-07

**CERTIFICATION**

220 Central Ave, South, Wayzata, Minnesota.

**PROPERTY ADDRESS**

220 Central Ave S

**PROJECT**

WAYZATA MINNESOTA

**MUNICIPALITY**

Wayzata, MN 55125

552 Blaine Dr

Suite 103

Woodbury, MN 55125

TEL: 651-458-1972

**CLIENT**

Custom One Homes

Name: Hilde

652 Blaine Dr

Suite 103

Woodbury, MN 55125

TEL: 651-458-1972

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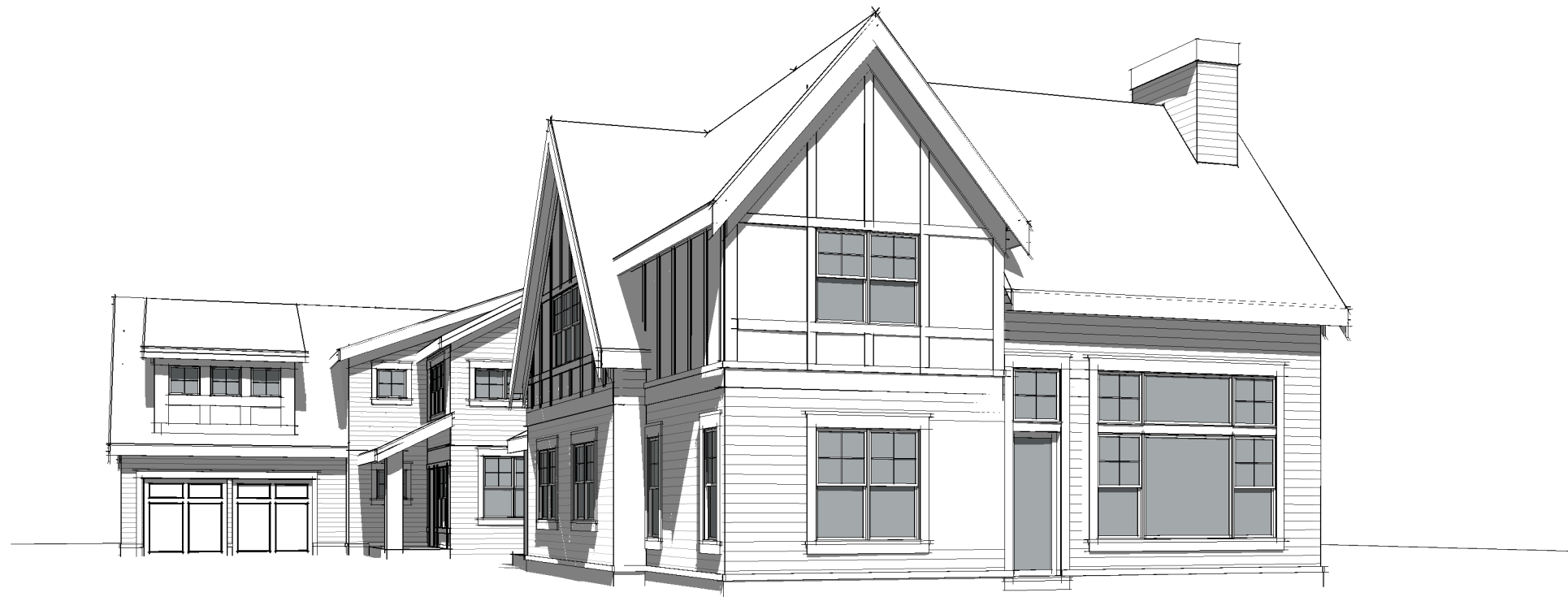
Name: Hilde

652 Blaine Dr

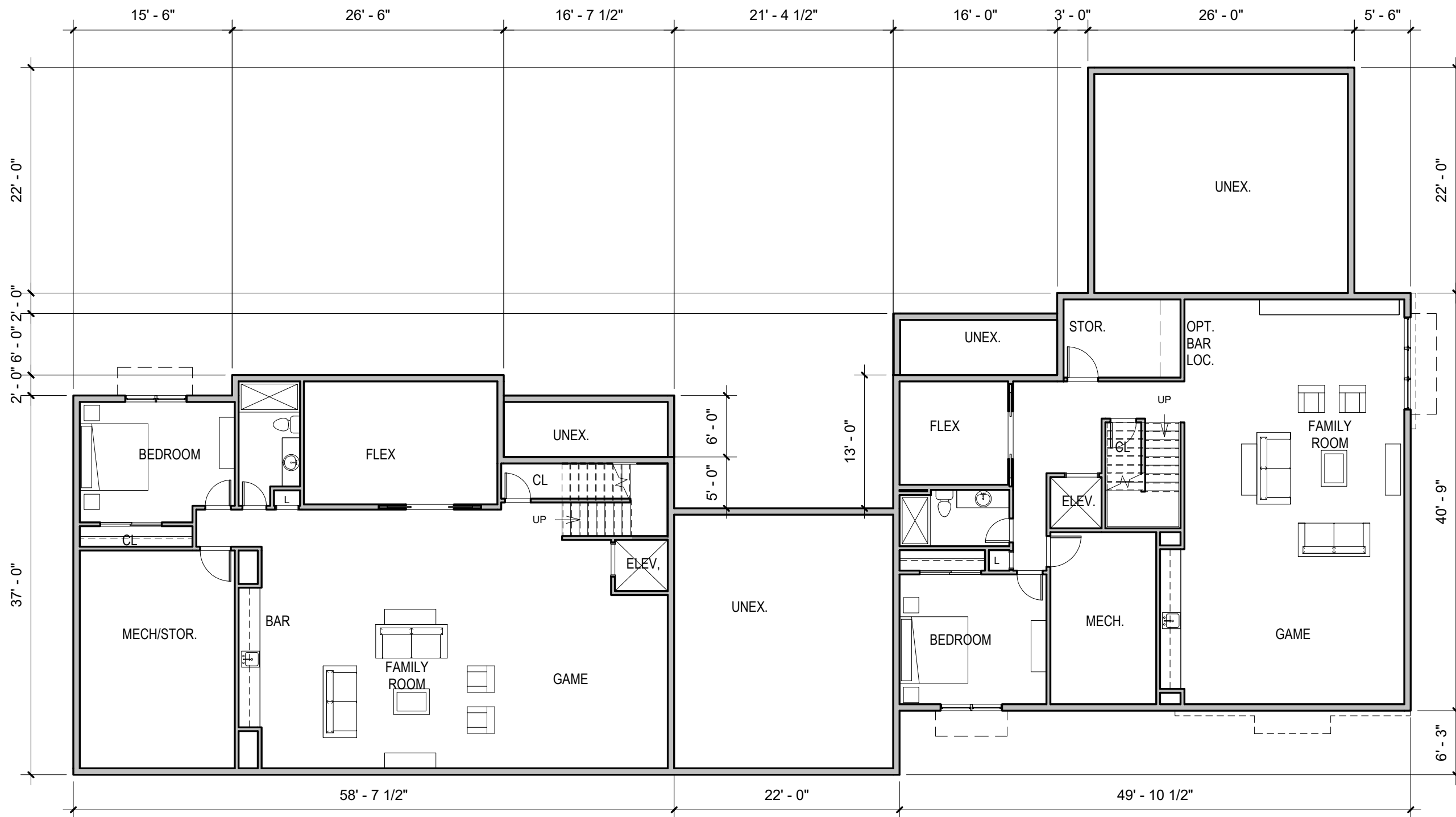
Suite 103

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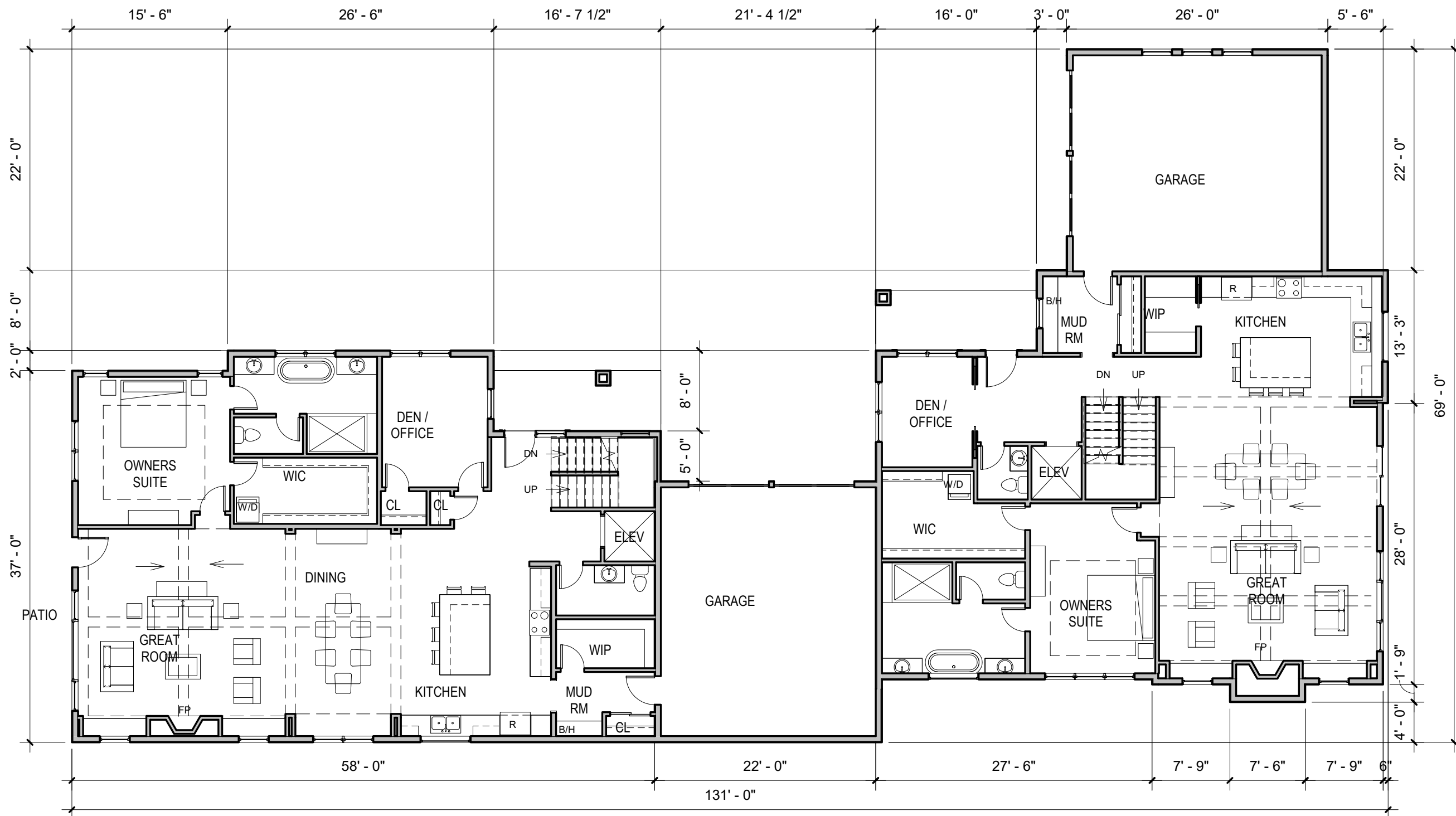
PERSPECTIVE VIEW  
NO SCALE



**BUILDING PLAN - LOWER LEVEL**

SCALE: 3/32" = 1'-0"

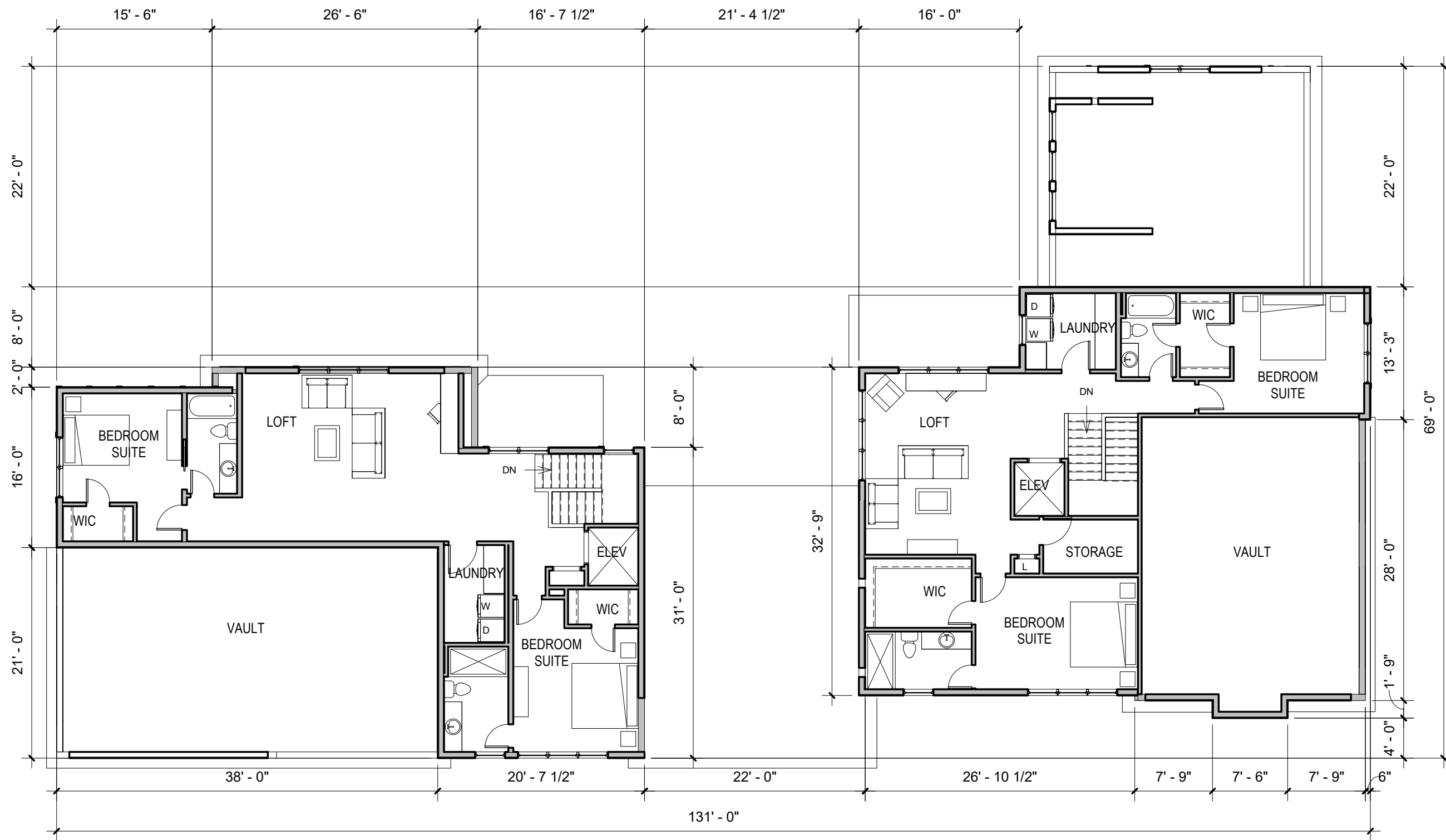
12.2.24



**BUILDING PLAN - MAIN LEVEL**

SCALE: 3/32" = 1'-0"

12.2.24



**BUILDING PLAN - UPPER LEVEL**  
 SCALE: 3/32" = 1'-0"

12.2.24



FRONT ELEVATION

SCALE: 3/32" = 1'-0"



REAR ELEVATION

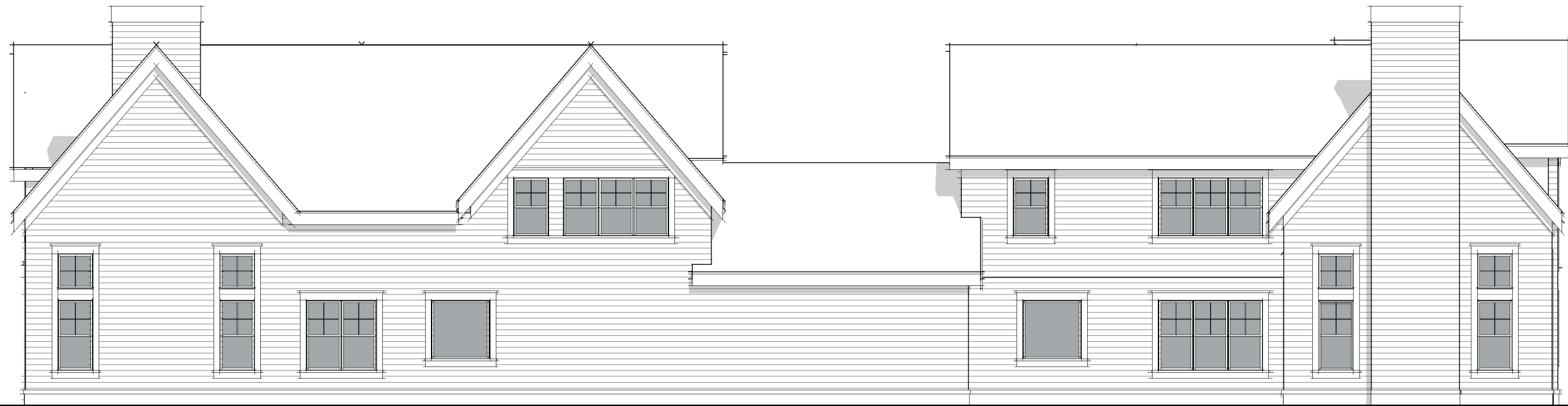
SCALE: 3/32" = 1'-0"

12.2.24



SIDE ELEVATION

SCALE: 3/32" = 1'-0"



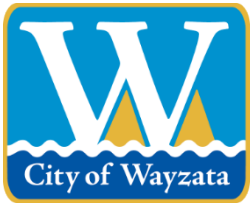
SIDE ELEVATION

SCALE: 3/32" = 1'-0"

12.2.24







**City of Wayzata  
Planning Commission  
Agenda Report**

<b>MEETING DATE:</b> December 1, 2025	<b>AGENDA ITEM:</b> 7.a
<b>TITLE:</b> Review of Development Activities	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	
<b>60 DAY DEADLINE:</b> N/A	

**BACKGROUND:**

Verbal updates will be provided at the meeting.

**ACTION REQUESTED:**

N/A

**ATTACHMENTS:**

None



## City of Wayzata Planning Commission Agenda Report

<b>MEETING DATE:</b> December 1, 2025	<b>AGENDA ITEM:</b> 7.b
<b>TITLE:</b> Planning Commission Meeting Schedule	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	
<b>60 DAY DEADLINE:</b> N/A	

**BACKGROUND:**

The 2025 City Calendar and City Council Liaison Schedule are attached. The next Planning Commission meeting is scheduled for Monday, December 15.

**ACTION REQUESTED:**

N/A

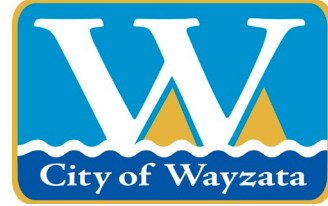
**ATTACHMENTS:**

1. 2025 Planning Commission Liaison List - Updated February 2025
2. Wayzata 2025 Meeting Calendar
3. Wayzata 2026 Meeting Calendar

## 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

# 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
						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					

April 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			

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
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					

July 2025						
S	M	T	W	Th	F	S
			1	2	3	4
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
					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						

September 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				

October 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	

November 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						

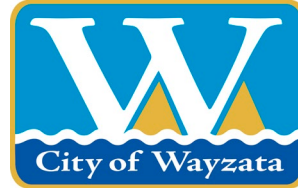
December 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- Energy & Environment 5:30 PM
- Planning Commission - 6:30 PM
- City Council - 7:00 PM  
Local Board of Appeal & Equalization - April 17th
- 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
- Election  
Precinct Caucuses - no statewide caucus in 2025

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

Revised  
5/27/2025

# City of Wayzata 2026 Meeting Calendar



January 2026						
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 2026						
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

E&E Mtg 2/24

March 2026						
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				

April 2026						
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		

May 2026						
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 2026						
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				

July 2026						
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 2026						
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					

September 2026						
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			

October 2026						
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

November 2026						
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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					

E&E Mtg 11/24

December 2026						
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	

- Energy & Environment 5:30 PM
- Planning Commission - 6:30 PM
- City Council - 7:00 PM  
Local Board of Appeal & Equalization - TBD April 2026
- 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
- Election  
Precinct Caucuses—2/3/26 (No Public Meetings)

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Revised  
11/4/2025