WAYZATA PLANNING COMMISSION
MEETING MINUTES
JANUARY 5, 2026

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 Community Development Director Sharpe to take roll call.

Present at roll call were Commissioners: Plantan, Schwalbe, Severson, Cameron, VanLoy, and Ankeny. Community Development Director Alex Sharpe, and City Attorney David Schelzel were also present.

Absent at roll call was Commissioner Elg.

AGENDA ITEM 3. Approval of Agenda

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

Commissioner VanLoy made a motion, seconded by Commissioner Severson, to approve the January 5, 2026, agenda as presented.

The motion carried unanimously.

AGENDA ITEM 4. Consent Agenda

a.) Approval of the December 15, 2025 Planning Commission Meeting Minutes

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

The motion carried unanimously.

AGENDA ITEM 5. Public Hearing Items

AGENDA ITEM 6. Other Items:

a) Election of Chair and Vice-Chair

Commissioner Schwalbe made a motion, seconded by Commissioner Ankeny, to appoint Commissioner Cameron to serve as Chair of the Planning Commission for 2026.

The motion carried unanimously.

Commissioner VanLoy made a motion, seconded by Commissioner Ankeny, to appoint Commissioner Plantan to serve as Vice-Chair of the Planning Commission for 2026.

The motion carried unanimously.

b) Review of Development Activities

Community Development Director Sharpe explained that there has been a winter lull, and the City had not received any applications for a few weeks. He noted that staff would be putting together a summary of the 2025 Planning Commission activities to present to the Council in January or February.

c) Planning Commission Meeting Schedule

Mr. Sharpe briefly reviewed the upcoming Planning Commission and City Council meeting schedule.

Commissioner Severson noted that the liaison schedule had not been posted.

Mr. Sharpe explained that there was a discussion planned at the workshop in order to determine the wishes of the Planning Commission related to the liaison schedule for 2026.

Chair Cameron recessed the meeting at 6:36 p.m. and reconvened at 6:45 p.m.

d) Annual Commissioner Training & Code of Conduct Review

Mr. Sharpe and City Attorney Schelzel led the Annual Planning Commissioner Training and reviewed pertinent information related to the Code of Conduct.

AGENDA ITEM 7. Adjournment.

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

Commissioner VanLoy made a motion, seconded by Commissioner Plantin, to adjourn the Planning Commission meeting.

The motion carried unanimously.

The Planning Commission meeting was adjourned at 9:21 p.m.

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