



WAYZATA HERITAGE PRESERVATION BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, August 13, 2026

1:00 PM

Heritage Preservation Board Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Old Business**
 - a. Adoption of the 2026 Heritage Preservation Dynamic Work Plan
 - b. Discussion of Future Trolley Event
- 4. New Business**
 - a. Site Alteration for Restoration Work at Trapper's Cabin
 - b. M.G. Gullixson Commemorative Plaque
- 5. Other Items**
 - a. City Calendar and Next HPB Meeting Date
- 6. Adjournment**

Members of the Heritage Preservation Board and some staff may gather at the Wayzata Bar and Grill immediately after the meeting or a purely social event. All members of the public are welcome.



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: August 13, 2026	AGENDA ITEM: 3.a
TITLE: Adoption of the 2026 Heritage Preservation Dynamic Work Plan	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

To approve and adopt the 2026 Heritage Preservation Board Dynamic Work Plan.

FINANCIAL OR BUDGET CONSIDERATION:

Certain items in the Work Plan will carry costs.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

BACKGROUND:

The Heritage Preservation Board began discussions related to their 2026 Work Plan during the December 2025 and January 2026 meetings. Focus on finalizing the work plan fell off during the planning and event preparation for the Historical Trolley Tours. The Board reviewed the 2025 Work Plan items and formatting during their June meeting and provided feedback to staff that the layout was not easy or quick to understand or reference. Staff has prepared a 'dynamic' work plan in response, which outlines active/ongoing projects and goals, along with items identified for future planning or annual recurring events. The Dynamic Work Plan is meant to be a 'living document' that will be reviewed and updated at each regular meeting.

ATTACHMENTS:

1. Heritage Preservation Board Dynamic Work Plan 2026



Active Projects

1. HPB Trolley Event – Fall 2026

GOAL: Hold a second Trolley Event with family/kid-forward programming.

TASKS:

- Identify event planned for 2026 that the trolley could be a component.
 - Boo Bash? Light Up the Lake? Music in the Park?
- Contact Renee's Limousines for fall availability and pricing.
- Plan programming with Wayzata history theme for kids/families.
- Determine logistics for rider capacity, ticketing, cost, etc.

2. Section Foreman House Rehabilitation Plan Review

Annual Initiatives & Targeted Dates

Mayor's Award (Spring)

Centennial Homes Recognition (Spring)

Continuous/Ongoing Efforts

Board Member Recruitment and Retention

General Programming Partnership Opportunities

Heritage Site Designations

Promotion of HPB

Proactive engagement with historic property owners

Grant seeking for project capacity

Specific building celebrations on-site (look for upcoming anniversaries)

Identified For Future

Historic markers along Luce Line and/or Dakota rail trails (LMHS/Three Rivers Park District)

Bicycle tour (LMHS)

Outdoor media at the Depot (LMHS)

Historic Sites in Wayzata Walking Tour, QR codes at historic sites

Historic Home Rehabilitation Info Series Event

Paused

Replacement of City Historical Plaques

Racial covenants banned at home sale (refer to Moundsvue ordinance)



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: August 13, 2026	AGENDA ITEM: 3.b
TITLE: Discussion of Future Trolley Event	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Discuss opportunities for a second Historical Trolley Event in Fall 2026.

FINANCIAL OR BUDGET CONSIDERATION:

Anticipated costs will be calculated once an event date is identified.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**BACKGROUND:**

The Board has been discussing opportunities for additional trolley events following the success of the Historical Trolley Tours in May.

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: August 13, 2026	AGENDA ITEM: 4.a
TITLE: Site Alteration for Restoration Work at Trapper's Cabin	
PROPOSED MOTION: To Recommend Approval of Site Alteration Permit for Planned Restoration Work at Trapper's Cabin.	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Review the proposed restoration work to occur at Trapper's Cabin and make a recommendation of approval to the Planning Commission.

FINANCIAL OR BUDGET CONSIDERATION:

There is no impact on the Heritage Preservation Board budget for the work at Trapper's Cabin. This project is proposed to be funded using the Facilities Capital Improvement Fund (CIP).

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

BACKGROUND:

Site Alteration Permits

Wayzata Heritage Preservation Sites are protected under their designation and in any case that specific changes are to be made to the site, a Site Alteration Permit (SAP) will need to be approved by the City Council. The Heritage Preservation Board is the first to review applications for SAPs and is charged with making a recommendation to the Planning Commission. The Planning Commission will hold a public hearing on the application and make recommendations to City Council. When the City Council is reviewing a Site Alteration Permit, it shall approve, deny, or make such modifications, changes and alterations based on the recommendations of the Board and Planning Commission, and its own findings.

The primary purpose for a Site Alteration Permit is to preserve the historical structure and to ensure that no changes will be made that will impair the historical integrity of the structure. This process facilitates transparency and allows for public input regarding proposed changes to the City's historic sites.

Restoration and Repair at Trapper's Cabin

The City's Public Works Department maintains the Trapper's Cabin site in Shaver Park and has identified areas in need of restoration and repair in order to continue preservation. The project proposes to make several repairs to the aging cabin structure. The work will include repair of the door, window sills and frames, and full replacement of the chinking between the logs. Staff was only able to obtain one quote for the project, as the necessary components are very specialized work. City Council awarded the contract Artisan Restoration LLC on June 16, 2026 and work is anticipated to occur at the end of September. The scope of work and project bid is attached to the packet for review.

Heritage Preservation Site Designation

The Trappers Cabin serves as a historic symbol in Shaver Park. The Cabin represents the early pioneer settlements of Wayzata. The City moved the Cabin to its current location to preserve the historic value and to showcase the architecture of the Cabin for the public to see. The City formally designated the cabin as a Wayzata Heritage Preservation Site in 2021 to help preserve the structure in the future and to signify the historic value that it has in Wayzata.

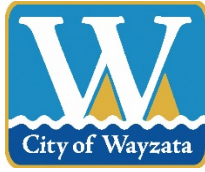
Cabin Information

The Trappers Cabin is a 12' x 16' building created by tamarack logs. The structure was moved from 423 Bushaway Road to Shaver Park in 2014 once it was owned by the City of Wayzata. The history of the Cabin is

not well documented, but it is believed that this Cabin has been in Wayzata since at least the 1880's. The structure could have been in Wayzata as early as the 1850's. Log house construction was a common type of building construction at the very early stages of settlement in Wayzata which could have been the time the Trappers Cabin was built. The historic findings of the Cabin state that the architecture of a single-pen log cabin is historically significant from the time of pioneer settlement in Wayzata. This type of structure is rare to be still intact since these buildings were not meant to be permanent housing. Much of the historic research was completed by Irene W. Stemmer who was part of the Wayzata Heritage Preservation Board and Historic Society.

ATTACHMENTS:

1. Heritage Preservation Board Staff Report - Trapper's Cabin SAP
2. Artisian Restoration LLC - Wayzata Trappers Cabin Scope of Work and Bid



Staff Report
Wayzata Heritage Preservation Board
August 13, 2026

Address: 220 Grove Ln (Shaver Park) – Trapper’s Cabin
Requests: Site Alteration Permit
Property Owner: City of Wayzata
Prepared by: Haily Hedblom, Planner

Background

One of the seven responsibilities and duties of the Heritage Preservation Board is to survey historically significant sites to advise property owners on ways to preserve, restore and rehabilitate such a site that is found to be historical. The Trapper’s Cabin has long been a historic symbol for the City of Wayzata and the structure was designated locally as a Heritage Preservation Site in 2021. The cabin is owned by the City of Wayzata and located in Shaver Park. The City’s Public Works Department maintains the structure and has applied for a Site Alteration Permit in accordance with §911.05.C of the Wayzata City Code. The request requires a recommendation of approval by the Heritage Preservation Board, prior to a public hearing held by the Planning Commission and final approval from City Council.

Site

Trapper’s Cabin is located at 220 Grove Lane East. This parcel includes the marina, Wayzata Beach, and Shaver Park. The Trappers Cabin is located on the west of this parcel inside the Shaver Park area.



Proposal

The project proposes to make several repairs to the aging cabin structure. The work will include repair of the door, window sills and frames, and full replacement of the chinking between the logs. Staff was only able to obtain one quote for the project, as the necessary components are very specialized work. City Council awarded the contract Artisan Restoration LLC on June 16, 2026 and work is anticipated to occur at the end of September. The scope of work and project bid is attached for review.

Site Alteration Permit ([§911.05.C](#)) Process and Analysis

The modification of Heritage Preservation Sites requires a Site Alteration Permit. The application for a Site Alteration Permit is reviewed by the City Planner, recommended for approval or denial by the Heritage Preservation Board and Planning Commission, and approved or denied by the City Council. Modifications that trigger this requirement are listed below and the relevant activities are bolded.

1. **Remodel, alter or repair in any manner, including paint color, which will change the exterior appearance of the Heritage Preservation Site.**
2. New exterior construction.
3. Signs.
4. Moving of buildings.
5. Demolition in whole or in part. This does not apply to structures required to be demolished in accordance with Minn. Stats. Ch. 463.

The Secretary of Interior's Standards for Rehabilitation as set forth in [36 CFR 67](#) will be the basis for a Site Alteration Permit application. The Building Official will not issue a Site Alteration Permit if the City Council finds that the change(s) will materially impair the historical integrity of the specific criteria that was used to justify the designation of the respective site. The Standards are listed below and the most relevant criteria for the Heritage Preservation Board's evaluation are bolded.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. **The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Staff Recommendation

Staff recommends approval of the Site Alteration Permit for Trapper's Cabin, located in Shaver Park (220 Grove Ln), based on the following findings:

1. Deteriorated features will be repaired and only replaced where necessary for continued preservation.
2. Areas of material replacement will match in visual quality and remain true to period of construction. Repair work and surface cleaning will be undertaken using the gentlest means possible.

Action Steps

After considering the information and staff recommendation outlined in this report and attachments, the Heritage Preservation Board should direct staff to prepare a Heritage Preservation Board Report and Recommendation, with appropriate findings, reflecting a recommendation on the application for the public hearing held by the Planning Commission.

Attachments

Work Contract and Project Scope with Artisan Restoration LLC

Trapper cabin

Combined Unit Price Estimate

Sent as bid
1-30-26

Prepared For:

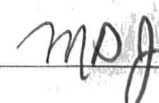
City of Wayzata

600 Rice Street Wayzata, MN 55391-

ITEM	DESCRIPTION	QTY	UNIT	TOTAL	PRICE
Phs: 3	Log Cabin Restoration				
	Base Dimensions: 12' - 0" L x 16' - 0" W x 6' - 0" H				
Div: 02	Site Preparation				
	SECURITY FENCE: Installation and removal of a 4 ft tall chainlink fence around the cabin while work is being done and for four weeks after while chinking cures.				
	Security Fence				
02.0000.060		1	LS	1,220.00	1,220.00
Div: 06	Floor Framing				
	TREATED SILL: Install treated 2x8 sill under an existing structure to prevent moisture from contacting the untreated sill log and provide a seal against the slab.				
	Install treated sill under existing structure				
06.8880.500		56	EA	33.45	1,873.20
Div: 07	Wall Framing				
	LOG, FULL REPLACEMENT: Replace sill log with pine log of the same size.				
	Log, Full Replacement				
07.8880.020		16	LF	186.00	2,976.00
	DOOR OR WINDOW BUCKS: Replace existing bucks using 2x10 materials with rope caulking installed to between the buck and the log surface.				
	Buck Work				
07.8880.050		15	LF	9.01	135.11
Div: 12	Doors and Trim				
	CABIN DOOR: Remove and replace door with new site built door in new frame using all reclaimed lumber. Hardware to be pintle hinges with Cambridge/string latch.				
	Cabin door				
12.9990.510		1	EA	705.00	705.00
Div: 22	Specialties				
	CHINKING REMOVAL: Includes the removal of interior and exterior chinking, draw knifing or scraping of soft wood from water damage, removal of bark as needed				
	Chinking Removal				
22.8880.020		392	LF	1.65	646.80

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ITEM	DESCRIPTION	QTY	UNIT	TOTAL	PRICE
INTERIOR AND EXTERIOR CHINKING: Including backer rod in checks and closed cell foam between logs. Mortar white acrylic chinking product by Sashco or Permachink. Energy Seal caulking to be used in all checks Chinking and backer foam					
22.9990.010		784	LF	8.10	6,350.40
BORATE SOLUTION: Spray all logs interior and exterior with a 15% solution of Timbor boron preservative after chinking removal and cleaning Borate Solution					
22.9990.030		1	EA	304.50	304.50
Div: 24 Painting					
MEDIA BLASTING: Remove stain or weathered finish using recycled glas media by light sand blasting. Tarp area and remove as much media as possible. Cob media and water blasting also available upon request. Light media blasting					
24.0020.		336	SF	5.48	1,839.60
PERMACHINK STAIN AND SEALER: Two base coats of Lifeline Ultra 2 and one coat of Advance clear topcoat. Exterior stain					
24.7770.070		500	SF	9.75	4,875.00
END GRAIN SEALER: After staining is completed this sealer is applied to the ends of the logs to seal any remaining gaps in the finish. Seal log end grain on corners					
24.7770.050		1	LS	360.00	360.00
Div: 26 User division 26					
TRAVEL TIME AND MILEAGE ALLOWANCE: For Two-way travel based on miles to job site @ \$.50/mile/vehicle plus man hours/person from Mankato to Job site . Travel time and Mileage,					
26.7770.020		2	WK	1,500.00	3,000.00
SANITATION SERVICE:					
Portable Toilet					
26.7770.040		3	WK	75.00	225.00
CLEANUP CHARGE: Dumpster and cleanup charges Cleanup, hauling and disposal charge					
26.7770.060		1	LS	487.50	487.50
 1-30-26 Page 2 of 3					
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ITEM	DESCRIPTION	QTY	UNIT	TOTAL	PRICE
Grand Total					24,998.11
	Overhead + Profit				6249.52
	Revised Contract 1-30-26				\$ 31,247.63
By: Mark D Johnson, Owner Artisan Restoration LLC					
7/22/2021 8:22 AM MOG 1-30-26 Page 3 of 3					



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: August 13, 2026	AGENDA ITEM: 4.b
TITLE: M.G. Gullixson Commemorative Plaque	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Haily Hedblom, Planner	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

A new historical or commemorative plaque will carry costs. Costs may be estimated should HPB direct staff to research options.

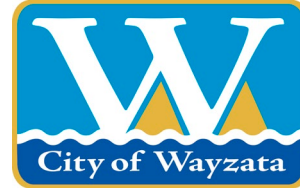
2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**BACKGROUND:**

Board Member, Sue Ankeny was contacted by a former HPB member and Wayzata resident with a proposal for a commemorative plaque honoring M.G. Gullixson and his contributions to the history of Wayzata.

ATTACHMENTS:

None

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

HPB Mtg 1/21

March 2026						
S	M	T	W	Th	F	S
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22	23	24	25	26	27	28
29	30	31				

HPB Mtg 3/25

May 2026						
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31						

July 2026						
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19	20	21	22	23	24	25
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E&E Mtg 7/7 @ 5:30pm

September 2026						
S	M	T	W	Th	F	S
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27	28	29	30			

November 2026						
S	M	T	W	Th	F	S
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29	30					

E&E Mtg 11/24

February 2026						
S	M	T	W	Th	F	S
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15	16	17	18	19	20	21
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HRA Meeting 2/23

E&E & HPB Mtg 2/25

April 2026						
S	M	T	W	Th	F	S
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26	27	28	29	30		

HPB Mtg 4/8

HPB Mtg 4/22 @ 2:30pm

June 2026						
S	M	T	W	Th	F	S
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28	29	30				

August 2026						
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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 7, 2026

Charter Commission - 9:00 AM

Lake Minnetonka
Conservation District (LMCD)

Heritage Preservation
Board (HPB) - TIME TBD

Housing & Redevelopment
Authority (HRA) - 7:30 AM

Parks & Trails Board - 6:00 PM

Public Art Committee - 5:00 PM

Night to Unite

Holiday Observed
City Offices Closed

Election
Precinct Caucuses—2/3/26 (No Public Meetings)

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

Revised
6/25/2026