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**WAYZATA CITY COUNCIL
MEETING MINUTES
March 6, 2018**

AGENDA ITEM 1. Call to Order.

Mayor Pro Tem Tyacke called the meeting to order at 7:00 p.m.

AGENDA ITEM 2. Pledge of Allegiance.

AGENDA ITEM 3. Roll Call.

Council Members present: Tyacke, Koch, McCarthy, and Plechash. Council Member absent and excused: Mayor Willcox. Also present: City Manager Dahl, Director of Planning and Building Thomson, City Engineer/Assistant Director of Public Works Kelly, and City Attorney Schelzel.

Mayor Pro Tem Tyacke noted the Council met in Workshop prior to the meeting to discuss the Future IQ Report on Wayzata 2040 Community Vision.

AGENDA ITEM 4. Approve Agenda.

Mrs. McCarthy made a motion, seconded by Mr. Koch to approve the agenda. There was no further discussion. The motion carried 4/0.

AGENDA ITEM 5. Public Forum.

a. Introduction of New Parks Employee Karl Roiseland

City Engineer Mike Kelly introduced new Parks Department employee Karl Roiseland. He stated Mr. Roiseland's role is titled General Parks Maintenance, and includes lawn mowing, gardening, garbage pickup, ice rink maintenance and other duties.

b. Lake Effect Update

This item was postponed to a future City Council meeting.

AGENDA ITEM 6. New Agenda Items.

Mayor Pro Tem Tyacke requested they have a joint Workshop with the Planning Commission to revisit the Tree Ordinance and the record of performance.

City Manager Dahl agreed and noted it would be good to make sure the Planning Commission and City Council are in agreement on the intent of the code.

Mayor Pro Tem Tyacke made a motion, seconded by Mrs. McCarthy, to direct staff to schedule a joint Workshop with the Planning Commission to discuss the City's Tree Ordinance. There was no further discussion. The motion carried 4/0.

Mrs. McCarthy inquired if they should also include Kurt Klapprich in this meeting.

Mr. Dahl responded Mr. Klapprich's expertise may be needed and he will discuss it with staff.

AGENDA ITEM 7. Consent Agenda.

Mayor Pro Tem Tyacke referred to item 7(d) and inquired if the 259 Lake Street easement for public parking related to Boatworks affects the entire lot or just the back half.

Director of Planning and Building Thomson responded the existing easement for 259 Lake Street for Boatworks is over the entire parcel. There is a private easement agreement between the owners and it is regulated by a Conditional Use Permit that is regulated by the City. The City's approval of the Wayzata Blu development included an amendment to the CUP reflecting this change in the parking configuration. As a condition of the CUP amendment, the owners are

1 required to amend the easement document to reflect the easement being only on the back half of
2 the property.

- 3 Mr. Plechash made a motion, seconded by Mrs. McCarthy, to approve the consent agenda:
- 4 a. Approval of City Council Workshop Meeting Minutes of February 20, 2018, and City
 - 5 Council Regular Meeting Minutes of February 20, 2018
 - 6 b. Approval of Check Register
 - 7 c. Approval of Municipal Licenses
 - 8 d. Approval of Resolution No. 14-2018 Approving New Wayzata Blu Preliminary and Final
 - 9 Plat Subdivision at 259, 269, and 275 Lake Street East and 339 Barry Avenue South
 - 10 e. Approval of Contract with Confluence for Parks and Trails Master Plan
- 11 Motion carried 4/0.

12
13 **AGENDA ITEM 8. New Business.**

14 **a. Accept Future iQ Visioning Report for the 2040 Comprehensive Plan Update**

15 City Manager Dahl reported they are required by the Metropolitan Council to update their
16 comprehensive plan every 10 years, and this plan is due at the end of 2018. The City has used
17 Future iQ as a way to engage the community on future City plans. There have been meetings,
18 surveys, and committees that have helped in producing the document to be presented. It creates a
19 vision and guiding principles that should be the focus moving forward in the comprehensive plan
20 update process.

21 Juliana Panetta, from Future iQ, highlighted the community engagement process that has
22 taken place over the past six months and reported the final draft of the City's 2040 Community
23 Vision document will be available on www.Wayzata.org/wayzata2040 in about a week. She
24 provided an overview of Wayzata's 2040 Vision and Guiding Principles.

25 David Beurle, from Future iQ, commented this is an exhaustive process and it allowed
26 community members to participate in the community engagement process. They did a lot of work
27 with the data that was collected and noted there is a high level of consensus on what people want
28 Wayzata to be, as well as an appetite for change. This process gave them a clear understanding of
29 what people want and to connect it to meaningful ideas for action. It provides a good precursor to
30 the comprehensive plan process. He thanked the Council, City staff, committees, and the
31 community for the opportunity to work with them.

32 Mayor Pro Tem Tyacke thanked Future iQ for their work, as well as the Advisory
33 Committee, which consisted of himself and Council Member Koch; Graciela Gonzalez and Jeff
34 Buchanan from the Planning Commission; Dan Baasen and Jim McWethy from the Parks and
35 Trails Board; Kim Anderson and Elissa Madson from the Heritage Preservation Board; Tom Shaver
36 and Bob Ambrose from the Housing and Redevelopment Authority; Becky Pierson from the
37 Wayzata Chamber of Commerce; residents Kimberly Tutt Moore and Patricia Eckland; and, Jeff
38 Dahl, Jeff Thomson, and Mike Kelly from City staff.

39 Mr. Dahl noted the Advisory Committee will continue to be involved as they move through
40 the comprehensive plan process.

41 Mrs. McCarthy made a motion, seconded by Mr. Koch to accept the Future iQ Visioning
42 Report for the 2040 Comprehensive Plan Update. There was no further discussion. The motion
43 carried 4/0.

44
45 **b. Consider Approval of Contract with Civitas for Design Services for Lake Effect**
46 **Project**

47 City Manager Dahl provided a brief history on the Lake Effect Project. He reported in 2015, the
48 City approved a contract with Civitas as the design firm to produce a schematic design for this
49 project, which was approved in the summer 2016. The City has since been working on funding the
50 Lake Street and Plaza portion of the project and completing the Environmental Assessment
51 Worksheet (EAW). A Lake Effect Conservancy was also established to advocate and raise funds

1 for the remaining portions of the project. Staff recommends moving forward with the proposal
2 from Civitas that will allow the City to achieve its strategic goal of beginning construction of the
3 Lake Street/Plaza components of the project and 2019.

4 Scott Jordan, Principal of Civitas, reported the Lake Effect Project needs to be about the
5 lake, and must be safe and well connected, environmentally sensitive, and for everyone. He
6 provided information on the design team and noted the scope of work will include the Depot Park
7 to the Eco-Park, and everything north to Lake Street. The first phase will include a Design
8 Validation where they will consider efforts at Lake Street Plaza and Depot Park. They will create
9 construction drawings for the City-funded phase, which goes from the railroad tracks north between
10 Broadway and Barry Street. They will also consider the design of the lakewalk and determine how
11 to advance it. The design process has not stopped, they will keep the community involved, and
12 hope to begin construction in 2019.

13 Mrs. McCarthy inquired if there were a lot of similarities between the community
14 engagement Civitas had and the report presented by Future iQ.

15 Mr. Jordan responded the Lake Effect Project achieves seven of the eight characteristics
16 presented by Future iQ and both fit together seamlessly.

17 Mrs. McCarthy inquired if they would consider some of the bold ideas presented by Future
18 iQ as part of the final design.

19 Mr. Jordan responded as they continue to develop a design over the next several months,
20 the items proposed by Future iQ will be considered.

21 Mrs. McCarthy requested an explanation on the addendum from Steve McDonald of AEM
22 and page 151 of the meeting packet.

23 Mr. Dahl responded the memo from AEM is from a workshop in January, and it breaks
24 down the overall Lake Effect Project budget. Its purpose is to provide a closer look at the City's
25 costs and how they would be paid for. The design has been incorporated into the City's portion of
26 the cost which is generally is 10 percent of the construction amount and is budgeted.

27 Mrs. McCarthy referred to page 151 of the meeting packet and inquired where the Total
28 Fee amount of \$798,000 is represented in the memo provided by AEM.

29 Mr. Dahl responded it is part of the \$4,309,699 public portion which includes the design
30 and construction of Lake Street and the Urban Park, plus the design development of the areas south
31 of the railroad tracks.

32 Mayor Pro Tem Tyacke also referred to the memo provided by AEM and inquired about
33 the sources of the \$469,000 amount listed at the bottom that is attributed to fund transfers.

34 Mr. Dahl responded it will come from excess funds for 2018 and 2019. He believes the
35 number is conservative and will be met.

36 Mr. Koch inquired if staff had checked references on Civitas' design history.

37 Mr. Dahl responded they have started but will get more feedback before they sign the
38 contract. This important to do because of the significance of this contract.

39 Mayor Pro Tem Tyacke inquired if the Design Team will be subcontractors of Civitas.

40 Mr. Jordan confirmed this.

41 Mrs. McCarthy made a motion, seconded by Mr. Plechash to approve the contract with
42 Civitas for Design Services for Lake Effect Project.

43 City Attorney Schelzel noted there will be some minor updates to the contract provided in
44 the packet.

45 Mayor Pro Tem Tyacke commented there is a strong rationale for using the same firm that
46 was used for the schematic design and he fully supports it.

47 There was no further discussion. The motion carried 4/0.

48
49 **c. Consider Approval of Resolution No. 15-2018 Approving a Site Plan Design and**
50 **Conditional Use Permit Amendment for The Retreat at 1221 Wayzata Boulevard**

1 Director of Planning and Building Thomson reported the applicant, The Retreat, has submitted a
2 development application for the property at 1221 Wayzata Boulevard East. They are proposing to
3 demolish a portion of the existing building and construct a new three-story, 20,000 square foot
4 addition in the same general footprint. They are requesting approval of the design review and an
5 amendment to the conditional use permit to expand the total number of beds from 80 beds to 91
6 beds.

7 Mr. Thomson reported the proposed project meets all the City's zoning requirements and
8 no design deviations are requested. The building is screened and buffered by the woods. There are
9 currently 62 parking stalls on site, which exceeds the 55-stall requirement. There would be five
10 trees removed and only one is considered significant. The applicant proposes to plant 10 new trees
11 on the site and also provided a letter from the Minnesota Land Trust that indicates they have no
12 objections.

13 Mr. Thomson reported after review, the Planning Commission unanimously recommends
14 approval of design review and CUP amendment. They provided positive comments on the design
15 and consistency of architecture and noted the preservation of trees and replacement exceeds City
16 requirements. They also had some discussion regarding the five public parking stalls on the site.

17 Mrs. McCarthy inquired if there was a way to look at expanding the parking and improving
18 the flow of cars without adversely impacting the natural resources.

19 Mr. Thomson reported they do not have any specific parking requirements for this type of
20 facility in the City's ordinance. They used the requirements for a general care facility, which
21 requires one stall for every four beds in the facility. They then added additional parking based on
22 the number of employees. They could consider additional parking areas, but the easement on the
23 property is very restrictive.

24 Mrs. McCarthy suggested they also consider opportunities for offsite parking during
25 events. At times, there are a lot of cars waiting to get into the site. She thanked the applicant for
26 being great neighbors and stewards of the land.

27 Mayor Pro Tem Tyacke stated typically they require the third story to be setback from the
28 second story. He inquired why the proposed design is not considered to have a deviation from this
29 requirement.

30 Mr. Thomson responded those standards apply to a building that fronts on a right of way.
31 This building is not located adjacent to a public street and it does not apply.

32 Mayor Pro Tem Tyacke referred to an outstanding bond issue for the acquisition of the Big
33 Woods and inquired if there were any bond covenants or restrictions that would affect this
34 development.

35 Mr. Schelzel responded he was unsure but does not believe it would restrict this.

36 City Engineer Kelly stated the bond has to do with areas north and south of the construction
37 site and conservation of the two wooded areas.

38 Mr. Dahl noted they would confirm this.

39 Eric Reiners, with Sperides Reiners Architects, commented he has worked with the
40 applicant since 2003 and this replacement is the final improvement in the master plan for The
41 Retreat.

42 Mr. Plechash inquired how they see this project progressing and what they plan to do to
43 protect the trees and vegetation during construction. He also inquired about parking during
44 construction and how long the project will take.

45 Mr. Reiners responded the building that is slated to be demolished can be removed mostly
46 from the south. It will be removed carefully and replaced in the same footprint. The total
47 construction will take up to nine months and there will be some parking spaces taken up during that
48 time. They will orchestrate program timing and construction to accommodate the parking they
49 need for different things going on at the facility. He also confirmed there will be fewer residents
50 during construction and less parking will be needed.

1 Mayor Pro Tem Tyacke inquired if they have received all the consents needed from
2 Minnesota Land Trust.

3 Mr. Reiners responded they just published a final pricing set last week and it will be shared
4 with the land trust to confirm their acceptance of the final plan.

5 Mrs. McCarthy made a motion, seconded by Mr. Plechash to adopt Resolution No. 15-
6 2018 Approving the Design Review and Conditional Use Permit Amendment. There was no further
7 discussion. The motion carried 4/0.

8
9 **AGENDA ITEM 9. City Manager's Report and Discussion Items.**

10 **a. Upcoming events/Announcements:**

- 11 • State of the City address will take place on March 14, from 11:30 a.m. to 1:00 p.m.
12 Members of the Lake Effect Conservancy will also provide an update.
- 13 • Wayzata Boulevard/Superior Boulevard discussion was moved to March 20 meeting.
14 Further discussion was needed with Presbyterian Homes regarding acquisition of the right
15 of way and the overall payment process.
- 16 • Maple Tapping will take place on March 11 at Shaver Park and the Big Woods.
- 17 • Summer Adventure Class registration is open.

18
19 **b. Council Member Updates/Announcements**

20 None.

21
22 **AGENDA ITEM 10. Public Forum Continued (if necessary).**

23
24 **AGENDA ITEM 11. Adjournment.**

25 Mrs. McCarthy made a motion, seconded by Mr. Koch to adjourn. There being no further business,
26 Mayor Willcox adjourned the meeting at 8:11 p.m.

27
28 Respectfully submitted,

29
30 *Becky Malone 03-20-2018*

31
32 Becky Malone
33 City Clerk

34
35 Drafted by Shannon Schmidt

36 *TimeSaver Off Site Secretarial, Inc.*