

1                                   **WAYZATA PLANNING COMMISSION**  
2                                   **MEETING MINUTES**  
3                                   **JULY 30, 2018**

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6    **AGENDA ITEM 1. Call to Order and Roll Call**

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8    Chair Buchanan called the meeting to order at 7:00 p.m.

9  
10 Present at roll call were Commissioners: Plantan, Murray, Buchanan, Iverson, and Douglas.  
11 Absent and Excused: Young and Flannigan. Director of Planning and Building Jeff Thomson,  
12 and City Attorney David Schelzel were also present.

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15   **AGENDA ITEM 2. Approval of Agenda**

16  
17 Chair Buchanan asked for a motion to approve the agenda for the meeting.

18  
19 Commissioner Plantan made a motion, seconded by Commissioner Douglas, to approve the July  
20 30, 2018 meeting agenda as presented. The motion carried unanimously.

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23   **AGENDA ITEM 3. Consent Agenda**

- 24  
25       a.) Approval of July 16, 2018 Meeting Minutes  
26       b.) Adoption of Report and Recommendation of Approval of Variance for Taylor  
27            Residence at 405 Bushaway Rd  
28       c.) Adoption of Report and Recommendation of Approval of Variance for Greenway  
29            Boathouse at 623 Bushaway Rd

30  
31 Chair Buchanan read the items on the Consent Agenda and asked if any Commissioner wished to  
32 remove an item for further discussion. Hearing no requests, Chair Buchanan asked for a motion to  
33 approve the Consent Agenda, as presented.

34  
35 Commissioner Plantan made a motion, seconded by Commissioner Douglas, to approve the  
36 Consent Agenda as presented. The motion carried (4 ayes and 1 abstain, Iverson).

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39   **AGENDA ITEM 4. Old Business Items:**

- 40  
41       a.) None.

42  
43  
44   **AGENDA ITEM 5. Public Hearing Items:**

- 45  
46       a.) Broadway Place – 326 and 332 Broadway Ave S

1                   **i. Preliminary and Final Plat Subdivision, Conditional Use Permits**  
2

3 Director of Planning and Building Jeff Thomson stated the applicant, Beltz Enterprises, LLC, and  
4 the property owner , MJ Mail Center, LLC, have submitted a development application to modify  
5 the previously approved Broadway Place redevelopment at 326 and 332 Broadway Ave S. The  
6 proposed redevelopment involves the demolition of the two existing commercial buildings on the  
7 property and construction of a new three story mixed use building consisting of retail, service  
8 commercial, or restaurant uses on the first floor and office uses on the upper two floors. The  
9 proposed modifications include: 1) allowing service commercial and restaurant uses on the first  
10 floor, 2) connecting the previously approved three story mixed use building to the existing building  
11 at 701 Lake St E, and 3) allowing the parking requirements for the approved uses to be meet by  
12 paying a fee in lieu of on-site parking pursuant to the City’s Fee in Lieu of Parking (FILOP) Policy.  
13 The proposed modifications would not involve any other significant changes to the previous  
14 approvals. The development application requests approval of a planned unit development PUD  
15 Amendment, design review and approval, a conditional use permit (CUP), and preliminary and  
16 final plat subdivision approval. The Planning Commission previously reviewed and recommended  
17 approval of the PUD amendment and design review. The project would combine the two existing  
18 lots and the alley located between the properties and the 701 Lake St E property into a new single  
19 lot. The zoning ordinance requires a conditional use permit for joint parking facilities, where the  
20 required off-street parking facilities for one or more uses is provided on one or more sites and the  
21 total number of spaces provided are less than the sum of the total required for each use. The City’s  
22 FILOP Policy states that any new uses on a property that cannot meet the applicable on-site  
23 minimum parking requirements of the City Code may be permitted is 1) a fee in lieu of parking is  
24 paid to the City, and 2) a conditional use permit is approved by the City. The Applicant is  
25 requesting a CUP under the FILOP Policy in order to meet the parking requirements for the  
26 redevelopment. The total amount of parking required will vary based on whether or not a  
27 restaurant tenant occupies all or a portion of the first floor, since the City’s parking requirement  
28 for restaurants is significantly greater than retail or service commercial uses – 15.2 stalls/1,000  
29 square feet versus 3 stalls/1000 square feet. Without a restaurant, the development is required 62  
30 parking stalls. The Mill Street parking ramp added 200 additional stalls immediately adjacent to  
31 the site, so the parking demand for the development can be accommodated within the ramp and  
32 surface lot along Mill Street. As a condition of approval of a CUP under the FILOP Policy, the  
33 applicant would be required to enter into an agreement with the City. The total number of parking  
34 stalls included in the agreement would need to cover at least 62 stalls, and more if there is a  
35 restaurant tenant. The fee in lieu of parking is \$10,000 per stall.  
36

37 There being no questions from the Commission for Mr. Thomson or the applicant, Chair Buchanan  
38 opened the public hearing at 7:15 p.m.  
39

40 Resident, Mr. George Carisch, expressed concerns about the general parking issues that exist in  
41 Wayzata. He stated adding another restaurant to the area would make parking even worse. He  
42 stated he supports the project. He asked where the fees that are collected in lieu of parking went,  
43 and how these funds would be spent. He stated Wayzata is not a first class community and these  
44 funds could be used to achieve this goal. The City needs to plan for the future. There are parking  
45 needs in other areas of the City. He recommended the City consider replacing the temporary  
46 bathroom facilities and work on parking.

1  
2 There being no other member of the public wishing to address the Commission on the application,  
3 Chair Buchanan closed the public hearing at 7:20 p.m.

4  
5 Mr. Thomson stated that the fees collected in lieu of parking under the City's FILOP Policy will  
6 be placed into a downtown parking fund to be used exclusively for parking and improvements  
7 within the downtown district, which could include expansion of additional downtown parking  
8 facilities and/or maintenance of existing parking facilities.

9  
10 Chair Buchanan asked Mr. Thomson to explain the City's plans to address the parking needs on  
11 the west end of the downtown district.

12  
13 Mr. Thomson explained that the Wayzata Blu project at the northwest corner of Barry and Lake  
14 Street is currently under construction, and the City is currently working with three separate  
15 property owners in this area for redevelopment on this northwest corner. As part of this, the City  
16 established a TIF District for this area, and the City has been working with these property owners  
17 to build a shared and public parking lot behind these projects.

18  
19 Commissioner Douglas asked when the City would collect the fees in lieu of parking.

20  
21 Mr. Thomson stated the applicant would have two options: 1) pay them up front or 2) or choose to  
22 pay them over time, details of which are dependent on the number of stalls. If there are over 25  
23 stalls the applicant can have a term of up to 30-years.

24  
25 There being no further questions or discussion among the Commissioners, Chair Buchanan asked  
26 for a motion on the Application.

27  
28 Commissioner Iverson made a motion, seconded by Commissioner Murray, to approve the draft  
29 Planning Commission Report and Recommendation Recommending Approval of the Preliminary  
30 and Final Plat Subdivision, Conditional Use Permit for Joint Parking Facilities, and Parking  
31 Conditional Use Permit at 326 and 332 Broadway Ave S subject to the Conditions outlined in the  
32 Report. The motion carried unanimously.

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

36  
37 **a.) Amendment to the Development Agreement for Waycliffe Second Addition**

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39 Director of Planning and Building Jeff Thomson stated the Waycliffe Twin Home development  
40 on Gleason Lake was developed in two phases. The first phase was approved by the City in  
41 October 1993. The second phase, Waycliffe Second Addition, was approved by the City in  
42 September 1995. The two phases of the Waycliffe development are subject to separate  
43 development agreements with the City. The development agreements outline similar requirements  
44 and development standards, however, the Waycliffe Second Addition agreement has more specific  
45 language about any changes to the individual twin homes within the development. The  
46 development agreement is strict regarding any changes to the exterior of the twin homes. Since

1 the development is more than 20-years old, the City has in recent years received numerous requests  
2 from individual homeowners to replace existing decks. Many of the homeowners state that the  
3 original decks have a small footprint, and so they would like to make the decks larger when they  
4 rebuild them. The architectural committee for the homeowners association has approved these  
5 deck expansions. However, the development agreement requires an amendment to the PUD for  
6 the alterations to the structures, including decks. Thus, City staff recommends an amendment to  
7 the development agreement to allow greater flexibility for modifications and additions, and to  
8 make regulation of the development similar to other residential PUDs in the City.

9  
10 Commissioner Iverson asked if the City had gotten any requests for other kinds of exterior changes.

11  
12 Mr. Thomson stated over the years some of the decks have been enclosed into porches but no  
13 changes to the footprint of the building. Staff did include additions in the draft language as long  
14 as these meet the district setbacks. The additions would still need to be approved by the HOA.

15  
16 Mr. Thomson noted that no action was required by the Planning Commission on the potential  
17 amendment, but he wanted to review the matter with the Commission and get any feedback for  
18 Council's consideration. He clarified this would be brought to the City Council for approval at its  
19 August 9 meeting.

20  
21 The Commission indicated is agreement with staff in recommending the amendment.

#### 22 23 **b.) July 17<sup>th</sup> City Council Meeting Report – Commissioner Flannigan**

24  
25 Director of Planning and Building Jeff Thomson provided the City Council meeting report in  
26 Commissioner Flannigan's absence. He noted that the City Council approved the subdivision for  
27 253 Lake St. and the agreement for the applicant to donate land to the City for public parking. The  
28 City Council also adopted the amendment to the Right-of-Way Ordinance that had been reviewed  
29 by the Planning Commission.

#### 30 31 **c.) Review of Development Activities**

32  
33 Director of Planning and Building Jeff Thomson stated the final PUD applications for the Hoyt  
34 project at 253 Lake St, the Hughes project, and the Zitzloff project are scheduled to be before the  
35 Planning Commission in August.

#### 36 37 **d.) Next Meeting**

38  
39 Director of Planning and Building Thomson recommended cancelling the August 6, 2018, since  
40 the PUD applications that had been noted would not be ready at that time, and instead take them  
41 up at the next scheduled meeting for August 20, 2018.

42  
43 Commissioner Douglas made a motion, seconded by Commissioner Murray, to cancel the August  
44 6, 2018 Planning Commission meeting. The motion carried unanimously.

#### 45 46 **e.) Next Meeting**

1  
2 Chair Buchanan stated he had received a letter of resignation from Mr. Young, and asked staff to  
3 clarify the process.

4  
5 City Attorney David Schelzel stated the letter will be forwarded to City Council and once it accepts  
6 the resignation, the Council would begin the process of identifying and appointing a replacement.

7  
8

9 **AGENDA ITEM 7. Adjournment.**

10  
11 There being no further business on the agenda, Chair Buchannan asked for a motion to adjourn.

12  
13 Commissioner Plantan made a motion, seconded by Commissioner Iverson, to adjourn the  
14 Planning Commission meeting. The motion carried unanimously.

15  
16 The Planning Commission meeting was adjourned at 7:41 p.m.

17  
18 Respectfully submitted,

19 Tina Borg  
20 *TimeSaver Off Site Secretarial, Inc.*