

1 **WAYZATA PLANNING COMMISSION**
2 **MEETING MINUTES**
3 **March 18, 2019**

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

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8 Vice Chair Plantan called the meeting to order at 6:30 p.m.

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10 **AGENDA ITEM 2. Roll Call**

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12 Present at roll call were Commissioners: Parkhill, Plantan, Merriam, and Bashioum. Absent:
13 Flannigan, Douglas, and Iverson. Director of Planning and Building Jeff Thomson, Assistant
14 Planner Nick Kieser, and City Attorney David Schelzel were also present.

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17 **AGENDA ITEM 3. Approval of Agenda**

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19 Vice Chair Plantan asked for a motion to approve the agenda for the meeting.

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21 Commissioner Bashioum made a motion, seconded by Commissioner Merriam, to approve the
22 March 18, 2019 agenda as presented. The motion carried unanimously.

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25 **AGENDA ITEM 4. Consent Agenda**

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27 **a.) Approval of March 4, 2019 Meeting Minutes**

28 **b.) Adoption of Report and Recommendation of Approval of Design Review for**
29 **Chase Bank at 1022 Wayzata Blvd East**

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31 Vice Chair Plantan read the items on the consent agenda and asked if any Commissioner wished
32 to pull an item for further discussion. Hearing no such request, she asked for a motion to approve
33 the Consent Agenda as presented.

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35 Commissioner Merriam made a motion, seconded by Commissioner Parkhill, to approve the
36 Consent Agenda as presented. The motion carried unanimously.

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39 **AGENDA ITEM 5. Old Business Items:**

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41 **a.) None**

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44 **AGENDA ITEM 6. Public Hearing Items:**

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46 **a.) None**

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3 **AGENDA ITEM 7. Other Items:**
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5 **a.) March 5th City Council Meeting Report**
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7 Director of Planning and Building, Jeff Thomson, stated that the March 5 City Council workshop
8 included a discussion on creating a Sustainability Commission. The next step is to establish a task
9 force to review and study the scope and purpose of the commission. At its regular meeting, the
10 Council approved the conditional use permit requested for 231 Manitoba Ave S, and the
11 conditional use permit requested for Penny's Coffee. The Council also approved the proposed
12 design of the Dakota trail extension along Lake Street between Ferndale and Berry. Lastly, the
13 Council approved a request for qualifications (RFQ) document for the City to consider retention
14 of a communication firm to assist the City with community outreach and communication for
15 construction projects planned for this year in the City. The City is partnering with the Chamber
16 of Commerce and others to hire a firm that specializes in communication and business and
17 community outreach to minimize the impact of the planned construction projects on the businesses
18 and residents of Wayzata.
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20 **b.) Review of Development Activities**
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22 Director of Planning and Building, Jeff Thomson, introduced the new assistant planner, Nick
23 Kieser. Mr. Kieser will be assisting with day to day planning and building activities, and review
24 of development applications. He added that the City does not currently have any development
25 applications for the Planning Commission to review and that the next scheduled meeting of the
26 Commission may be cancelled. He stated that in such event, the next meeting for the Planning
27 Commission would be April 15, 2019.
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30 **AGENDA ITEM 8. Adjournment.**
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32 There being no further business on the agenda, Vice Chair Plantan asked for a motion to adjourn.
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34 Commissioner Bashioum made a motion, seconded by Commissioner Parkhill, to adjourn the
35 Planning Commission meeting. The motion carried unanimously.
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37 The Planning Commission meeting was adjourned at 6:42 p.m.
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39 Respectfully submitted,

40 Jenny Groess

41 *TimeSaver Off Site Secretarial, Inc.*