

WACONIA PLANNING COMMISSION MEETING AGENDA



Thursday, May 7, 2026
6:30 PM

VISION STATEMENT

A thriving, connected community with deep roots: a great place to live for a lifetime.

MISSION STATEMENT

A city that leads, serves, and governs to enhance the quality of life for all community members.

CHAIR: CHAD GENZ
MEMBER: JOE POLUNC
MEMBER: BRUCE PAULSEN
MEMBER: DARYL PETERSON
MEMBER: JACOB WECKMAN
ALTERNATE: SIMON MALINSKI

**NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST,
PLEASE BE PRESENT AT 6:30 P.M.**

Those with items on the agenda should reach out to their staff contact. Others who wish to participate in the meeting, please contact the Community Development Director at 952-442-3106 or lbraaten@waconiamn.gov to make certain that you are called upon during the meeting.

- 1. CALL MEETING TO ORDER AND ROLL CALL**
- 2. ADOPT AGENDA**
- 3. APPROVAL OF MINUTES**
 - 1) April 9, 2026, Planning Commission Meeting Minutes
- 4. NEW BUSINESS**
 - 1) **SITE PLAN UPDATE – Water Treatment Plant No. 4**
No formal action necessary.
- 5. OLD BUSINESS**
- 6. OTHER**
 - 1) Staff Update

7. ADJOURN

8. WORK SESSION - SHORELAND FLEXIBILITY ORDINANCE



REQUEST FOR PLANNING COMMISSION ACTION

| | |
|---|--|
| Meeting Date: May 7, 2026 | |
| Item Name: 3.1. April 9, 2026, Planning Commission Meeting Minutes | |
| Originating Dept: Community Development | |
| Presented By: Dave Havlik | |
| Previous Council Action: None | |
| Item Type: | |
| RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Approve the April 9, 2026 Planning Commission Meeting Minutes | |
| EXPLANATION OF AGENDA ITEM: Approve the April 9, 2026 Planning Commission Meeting Minutes | |
| ATTACHMENTS: 1. April 9 2026 Planning Commission Meeting Minutes | |
| FINANCIAL IMPLICATIONS: | ADVISORY BOARD RECOMMENDATIONS: |
| Funding Sources & Uses: | Planning Commission: |
| Budget Information: | Park Board: |
| _____ Budgeted | Personnel Committee: |
| _____ Non-Budgeted | Other: More sample text. |
| _____ Amendment Required | |

CITY OF WACONIA
APRIL 9, 2026

1. CALL MEETING TO ORDER AND ROLL CALL

Pursuant to due call and notice thereof, the meeting of the Planning Commission of the City of Waconia was called to order by Commissioner Chair Genz at 6:30 PM.

The following Commissioners were present: Planning Commission Member Genz, Planning Commission Member Polunc, Planning Commission Member Paulsen, Planning Commission Member Peterson, Planning Commission Member Weckman

The following Commissioners were absent: Planning Commission Member Malinski

The following Commissioners were present but not voting:

2. ADOPT AGENDA

Braaten had no changes to the agenda.

Commissioner Weckman made a motion to adopt the agenda, seconded by Commissioner Paulsen.

MOTION CARRIED

3. APPROVAL OF MINUTES

1) February 5, 2026, Planning Commission Meeting Minutes

Commissioner Polunc motioned to approve the minutes from the February 5, 2026 Planning Commission meeting, seconded by Commissioner Weckman.

MOTION CARRIED

4. NEW BUSINESS

1) PUBLIC HEARING – Woodland Trail Preliminary Plat, & PUD Zoning Request– 9350 Airport Road

Braaten introduced the Woodland Trail public hearing, including the past history of it. He went through showing where the parcel was. The applicant is requesting PUD

Zoning. The property is still in Laketown Township. Braaten explained the steps for the application. He described the future highway layout. He also talked about the proposed trail and how it will connect with the underpass under Hwy 5. He also showed where the future trail would go.

Paulsen asked about the modification to Airport Road. Braaten explained the logistics of doing it.

The plat is approx 61 acres. He identified where the low and medium density along with the wetland areas are located and are proposed to be located. He also showed where the vehicular accesses were. The roads have been reviewed by the City engineer and fire chief. Braaten went on to talk about the future regional lift station location, which will be constructed in association with this project. Braaten reached out to Carver County, giving them a heads-up. They stated they were aware. He went on to talk about landscaping and screening. Discussion followed.

Braaten explained the PUD request. The applicant is proposing 127 single family homes and the request includes 50% hardcarver per parcel along with some reduced rear and side yard setbacks. This PUD is very similar to othe existing PUD's the city has approved over the last handful of years. Grading, utilities & drainage issues have been noted and will be reviewed. Landscape and screening plans were shown and discussed. Public Hearing notices were posted and mailed as required.

Discussion followed regarding the setback along the future County Road 92 corridor as City Code requires a 50 foot minimum setback and the applicant is requesting a 40 foot setback. More discussion came up about the setback in the rear yards.

Commissioner Genz asked to get a motion to open the public hearing.

Commissioner Paulsen motioned to open the Public Hearing

Second, by Commissioner Polunc.

MOTION CARRIED

Jill Sabol, 9430 Airport Road questioned who would be paying for improvements on Airport Road.

The other question she had was where the trail connection would go in conjunction to Laketown School. Discussion followed.

Bob MacMullan, 959 Firesteed Ridge asked about the 92 corridor and the lift station, and realigning Airport Road. He asked if there is any sort of timeline for that. Braaten stated that County doesn't have a timeline on when the future County Road 92 extension will be built. Talk continued about the annexation process. Discussion followed.

Reid Schulz, Tamarack Land Development. He talked about what the current market is looking like and also gave a recap of this project of what to expect. He talked about the 40' setback from the County Road 92 corridor which would

include berms and plantings. Reed went on to mention the different rear setbacks within the plat.
Commissioner Paulsen asked Braaten to explain more about the Wetland protection Analysis. Braaten explained why it is included in the request.

Genz asked for a motion to close the public hearing.
Commissioner Weckman motioned to close the public hearing.
Seconded by Commissioner Paulsen.

MOTION CARRIED

Commissioner Paulsen motioned to approve the Preliminary Plat with the 21 conditions.
Seconded by Commissioner Polunc.

MOTION CARRIED

5. OLD BUSINESS

No old business.

6. OTHER

1) 2025 Land Use Summary

Braaten presented the 2025 Land Use Summary.

2) Election of Officers

Braaten explained the process for nominations for the commission.
He opened it up for nominations.
Commissioner Weckman nominated Chair Genz. To remain as chair.
Seconded by Commissioner Peterson.
Braaten called for a vote.
The vote passed, Chair Genz was selected as chair.

Braaten asked for nominations for Vice Chair
Commissioner Paulson nominated Commissioner Polunc for Vice Chair
Seconded by Chair Genz.
Braaten called for a vote
The vote passed. Commissioner Polunc was reelected Vice Chair.

3) Staff Update

Commissioner Polunc asked if there was concern about the e-bikes. Discussion followed. Maybe put something in the monthly newsletter.

Braaten briefly gave updates related to the following topics:

- Planning related to the former UFC site.
- May Planning Commission meeting will include the site plan update for the future water treatment plant.
- 2050 Comp Planning to begin in 2027.
- Discussion followed.

7. ADJOURN

Motion made by Commissioner Weckman to adjourn the meeting

Seconded by Commissioner Peterson

MOTION CARRIED

Adjourned at 7:46 PM

Respectfully Submitted,

David Havlik



REQUEST FOR PLANNING COMMISSION ACTION

| | |
|--|---|
| Meeting Date: | May 7, 2026 |
| Item Name: | 4.1. SITE PLAN UPDATE – Water Treatment Plant No. 4 |
| Originating Dept: | Community Development |
| Presented By: | Lane Braaten |
| Previous Council Action: | |
| Item Type: | Regular Session |
| RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: No formal action necessary. | |
| EXPLANATION OF AGENDA ITEM: | |
| <u>BACKGROUND</u> | |
| Owner(s): City of Waconia | |
| Address(es): TBD | |
| PID#s: 070300400 (15-acre portion of this PID#) | |
| Existing Zoning: P, Public District | |
| Design District: N/A | |
| <p>The City of Waconia completed a water system study in 2025, which provided the following recommendations as we continue to grow:</p> | |
| <ol style="list-style-type: none">1. Initiate the design of a new water treatment facility with the goal to be operational in 2028.2. Initiate final design, siting, and construction of 3 new water supply wells to be operational in the next two years.3. Develop a reasonable System Development Charge to equitably distribute the costs for system expansion to the new developments driving the need.4. Submit applications to the Public Facilities Authority (PFA) Project Priority List and Intended Use plan to be eligible for low interest funding through the Drinking Water Revolving Loan Fund.5. Continue to monitor growth and maintain existing infrastructure responsibly. | |
| <p>The city entered into an agreement with SEH, Inc. for the design and the construction administration of Water Treatment Plant No. 4 with the intent to have the new water treatment plan operational in 2028. Additionally, the city acquired approximately 15 acres east of Little Avenue (see attached location map) for placement and construction of this facility. The subject property has been annexed into the City Limits and Public Services continues to work with SEH, Inc. on the final design related to site improvements.</p> | |
| <p>This memo is to provide an update to the Planning Commission related to site planning for the property and the continued work being completed as we continue the current growth pattern. The site will also serve as an entrance to a future business park planned in the area, which the city plans to complete a small area plan for later in 2026. No action is necessary from the Planning</p> | |

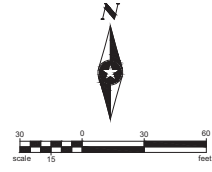
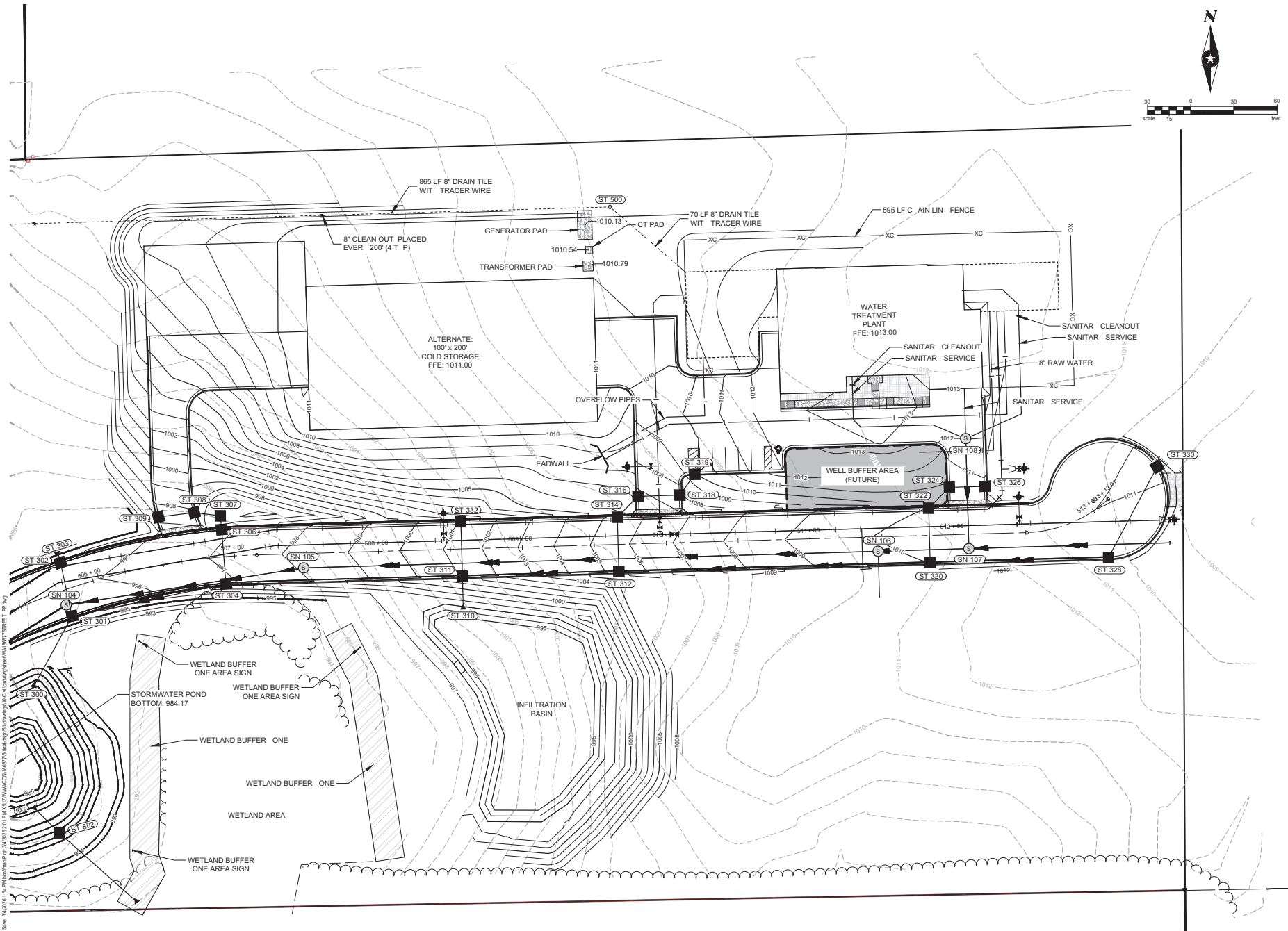
Commission related to this item.

ATTACHMENTS:

1. Location Map
2. WTP4 Site Plan
3. WTP4 - C105 Street Plan
4. WTP4 Elevations
5. WTP4 Rendering

| FINANCIAL IMPLICATIONS: | ADVISORY BOARD RECOMMENDATIONS: |
|--------------------------------|--|
| Funding Sources & Uses: | Planning Commission: |
| Budget Information: | Park Board: |
| _____ Budgeted | Personnel Committee: |
| _____ Non-Budgeted | Other: More sample text. |
| _____ Amendment Required | |





SEH

NOT FOR CONSTRUCTION



**CITY OF WACONIA
WATER TREATMENT PLANT #4
WACONIA, MN**

This drawing is an instrument of service and shall remain the property of SEH. It is to be used only for the project and site conditions shown and shall not be reproduced, stored, or revised without the express written approval of SEH.

SEH Project: WACONIA190817
Checked By: BRJ
Drawn By: BRC

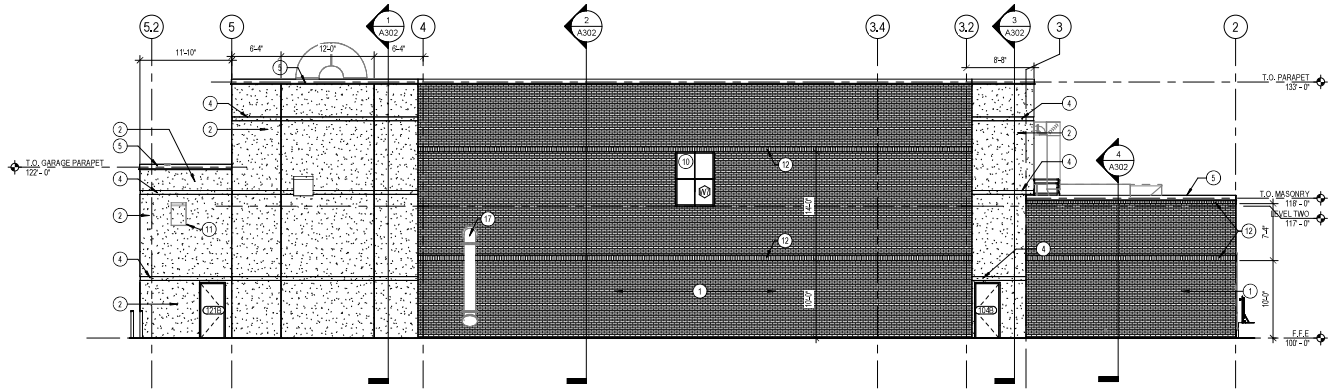
Project Status: ISSUED FOR REVIEW - 90%
Issue Date: 2026-03-03

REVISION SCHEDULE

| REV. # | DESCRIPTION | DATE |
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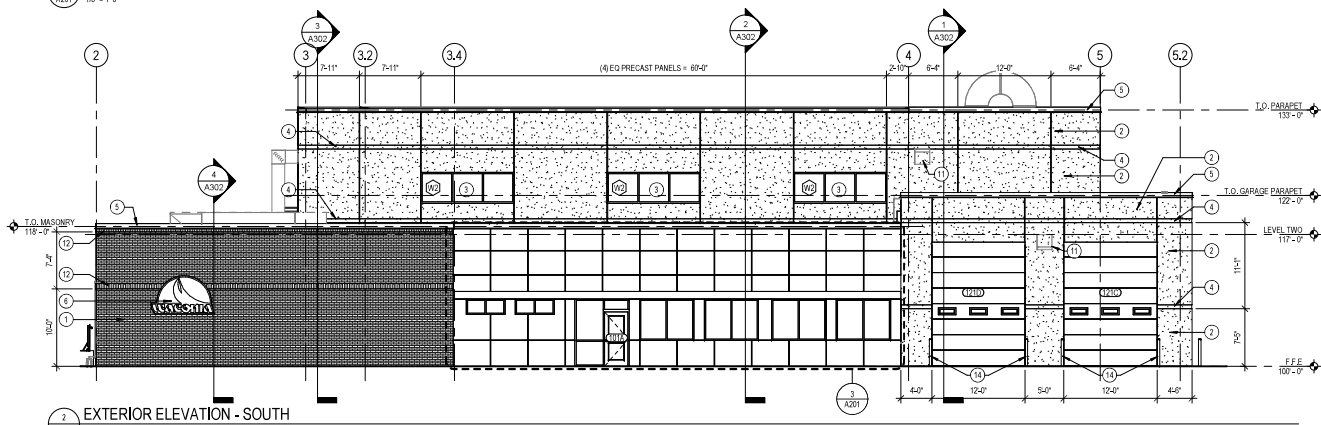
STREET A
PLAN & PROFILE

C105

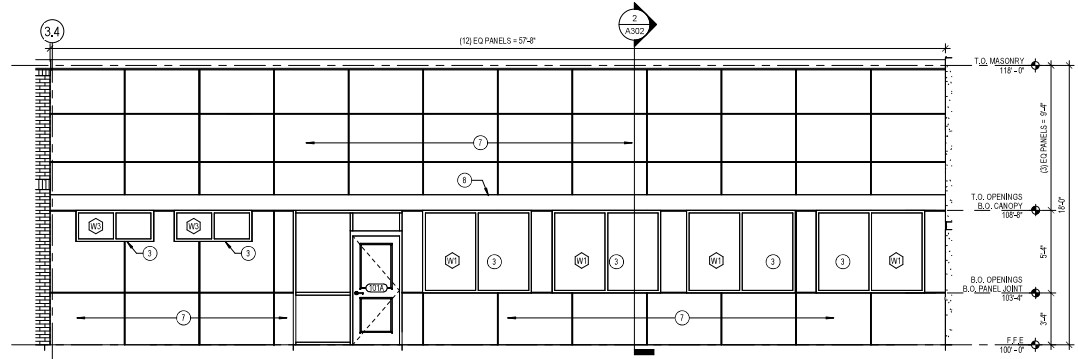


- KEYNOTES**
- 1 BRICK CAVITY WALL
 - 2 ARCHITECTURAL PRECAST WALL PANEL
 - 3 PREFINISHED ALUMINUM STOREFRONT WINDOWS
 - 4 ARCHITECTURAL PRECAST WALL REVEAL
 - 5 PREFINISHED METAL COFFING
 - 6 BUILDING SIGNAGE
 - 7 PREFINISHED METAL WALL PANEL
 - 8 PREFABRICATED ALUMINUM CANOPY WITH INTEGRAL ROOF DRAIN
 - 9 PREFINISHED REMOVABLE WALL SYSTEM
 - 10 PREFINISHED LOUVER - SEE MECHANICAL
 - 11 BRICK SOLIDER COURSE
 - 12 DUCT PENETRATION THROUGH WALL - SEE MECHANICAL, SEAL PENETRATION WEATHER TIGHT.
 - 13 CONCRETE FILLED STEEL BOLLARD PAINT. SEE STRUCTURAL, ALIGN EDGE OF BOLLARD AT JAMB WITH FACE OF STEEL CONCRETE.
 - 14 ACCESS HATCH - SEE STRUCTURAL
 - 15 GAS METER - SEE MECHANICAL
 - 17 PIPE PENETRATION THROUGH WALL - SEE PROCESS, SEAL PENETRATION WEATHER TIGHT.

1 EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"



2 EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"



3 ENLARGED EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"

THIS BAR IS INTENDED TO BE PRINTED AT FULL SCALE 3/20/2018 4:48:47PM



CITY OF WACONIA
WATER TREATMENT PLANT #4

9775 Little Avenue
Waconia, WI 55387

SEH Project 198977
Checked By JM
Drawn By OM

Project Status ISSUED FOR REVIEW - 60% Issue Date 3/22/2018

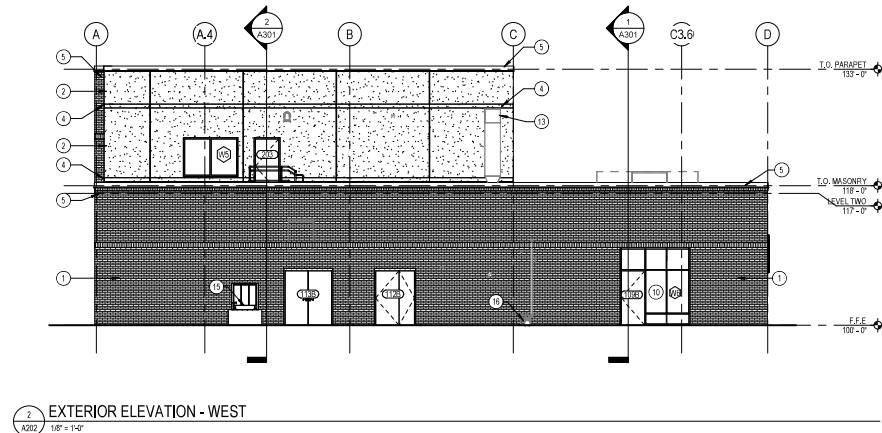
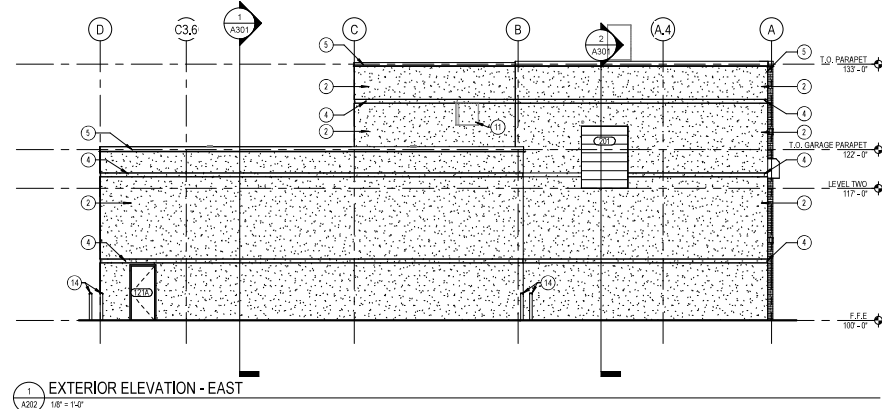
| REVISION SCHEDULE | | |
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| REV. # | DESCRIPTION | DATE |
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EXTERIOR ELEVATIONS

A201



NOT FOR CONSTRUCTION



- KEYNOTES**
- 1 BRICK CAVITY WALL
 - 2 ARCHITECTURAL PRECAST WALL PANEL
 - 3 PREFINISHED ALUMINUM STOREFRONT WINDOWS
 - 4 ARCHITECTURAL PRECAST WALL REVEAL
 - 5 PREFINISHED METAL CORNG
 - 6 BUILDING JOINT
 - 7 PREFINISHED METAL WALL PANEL
 - 8 PREFABRICATED ALUMINUM CANOPY WITH INTEGRAL ROOF DRAIN
 - 9 PREFINISHED REMOVABLE KALWALL SYSTEM
 - 10 PREFINISHED LOUVER - SEE MECHANICAL
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 - 15 ACCESS HATCH - SEE STRUCTURAL
 - 16 GAS METER - SEE MECHANICAL
 - 17 PIPE PENETRATION THROUGH WALL - SEE PROCESS. SEAL PENETRATION WEATHER TIGHT.

CITY OF WACONIA
WATER TREATMENT PLANT #4

97755 Little Avenue
Waconia, MN 55387

This drawing is an informational drawing and does not constitute a contract. It is the responsibility of the user to verify all dimensions and details with the project engineer and to ensure that all work is done in accordance with the project engineer's instructions. The user shall be responsible for any errors or omissions in this drawing. No liability shall be assumed by the engineer for any errors or omissions in this drawing.

SEH Project 198977
 Checked By JM
 Drawn By CM

Project Status Issued for Review - 9/9/2020
 Issue Date 10/20/20

| REV. # | DESCRIPTION | DATE |
|--------|-------------|------|
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EXTERIOR ELEVATIONS

A202

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WATER TREATMENT PLANT #4

