

WACONIA PLANNING COMMISSION MEETING AGENDA



Thursday, June 5, 2025
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@waconia.org 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**
- 4. NEW BUSINESS**
 - 1) PUBLIC HEARING - Variance - 1517 Sparrow Road**

Open the Public Hearing
Motion to Close Public Hearing
Motion recommending either approval or denial of a variance to construct an 8-foot by 12-foot deck within the 30-foot rear yard setback for the property located at 1517 Sparrow Road.
 - 2) PUBLIC HEARING - Variance - 433 Oak Street South**

Open the Public Hearing
Motion to Close Public Hearing

Motion recommending either approval or denial of a variance to construct a 4-foot-tall fence in the front yard of the residence at 433 Oak Street South versus the 3-foot maximum allowed in the R-2, Single Family Residential District.

3) PUBLIC HEARING - Variance - ACPI Wood Products at 231/233 Industrial Blvd.

Open the Public Hearing

Motion to Close the Public Hearing

Motion recommending either approval or denial of the variance to reduce the existing parking on the subject property by two (2) spaces to allow for a new external dust collector on site.

5. OLD BUSINESS

6. OTHER

1) Staff Update

7. ADJOURN



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	June 5, 2025
Item Name:	4.1. PUBLIC HEARING - Variance - 1517 Sparrow Road
Originating Dept:	Community Development
Presented By:	Lane Braaten
Previous Council Action:	
Item Type:	Regular Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Open the Public Hearing Motion to Close Public Hearing Motion recommending either approval or denial of a variance to construct an 8-foot by 12-foot deck within the 30-foot rear yard setback for the property located at 1517 Sparrow Road.	
EXPLANATION OF AGENDA ITEM:	
<u>BACKGROUND</u> Applicants/Owners: Brian & Rochele Williams Address: 1517 Sparrow Rd PID# 752920480 Zoning: R-1 Single-Family Residential District	
<u>REQUEST:</u> The city has received a variance application from Brian & Rochele Williams for the property located at 1517 Sparrow Rd to construct an 8-foot by 12-foot deck at the rear of their residence. The proposed deck would encroach into the required 30-foot rear yard setback. The applicant has indicated that the variance is necessary due to the location of an existing second-level sliding glass door that leads directly to the backyard. The applicant notes that a larger 12x15 deck was shown in the 2006 proposed house survey, and they are now seeking approval for a reduced version to safely access the backyard from the existing door.	
<u>APPLICABLE ORDINANCE PROVISIONS:</u> 1. Section 900.05.2 – R-1 Single-Family Residential District, Subd. 7.e – Minimum yards 2. Section 900.12- Administration, Enforcement and Procedures, Subd. 4 - Variances	
<u>VARIANCE REVIEW CRITERIA:</u> Waconia City Code Section 900.12 Subd. 4 and Minnesota State Statute 462.357, Subd. 6 establishes criteria to be considered when contemplating the issuance of a Variance in terms of “practical difficulty” as follows: “Variance shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the intent of the variances are consistent with the Comprehensive Plan.” So a City evaluating a Variance application should make findings as to: 1. Is the Variance in harmony with the purpose and intent of the ordinance 2. Is the Variance consistent with the Comprehensive Plan? 3. Does the proposal put the property to use in a reasonable manner?	

4. Are there unique circumstances to the property not created by the landowner?
5. Will the Variance, if granted, alter the essential character of the locality?

State Statute specifically notes that economic considerations alone cannot create a practical difficulty. Whereas, practical difficulties exist only when the three statutory factors are met (1. Reasonableness, 2. Uniqueness, and 3. Essential character)

VARIANCE ANALYSIS:

The subject property currently includes an existing principal structure with a second story sliding glass door located at the rear of the house, approximately 4 feet above ground level. A structural header is already in place where a deck would be attached. A 2006 survey submitted to the city included a proposed 12 ft. by 15 ft. deck in this same location. The back-left corner of the house is set back exactly 30 feet from the rear property line.

The applicant is proposing to construct a smaller 8 ft. by 12 ft. deck with stairs going down on the right side. The deck would be connected to the existing sliding glass door and located at the rear of the house. Since decks are considered part of the principal structure, a portion of the new deck would have a setback of approximately 22 feet, which requires a variance.

PLANNING CONSIDERATIONS:

1. Minnesota State Statute Sec. 394.27 Subd. 7. states: " The board of adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance."
2. The construction of a 8 ft. by 12 ft. deck that would be connected to the existing sliding glass door and located at the rear of the house. Allowing a portion of the new deck to have a setback of approximately 22 feet.

PUBLIC NOTICE/COMMENT:

The notice was published in the WACONIA PATRIOT on May 22nd, 2025, and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. As of the date and time of this report the City has received no public comment regarding the proposed variance.

RECOMMENDATION:

The Planning Commission should hold the public hearing, review the Variance application based upon the Variance Criteria stated above and the information provided and make a recommendation to the City Council. Upon a formal recommendation by the Planning Commission this application will be forwarded to the City Council for review.

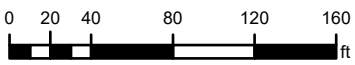
ATTACHMENTS:

1. Location Map
2. Public Hearing Notice
3. Applicant Narrative
4. Aerial View
5. Images Proposed Deck Location
6. Original 2006 Survey

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



Carver County GIS, City of Waconda



May 2025

City of Waconda

201 Vine Street South
Waconda, MN 55387

Portrait_8x11

CITY OF WACONIA, MN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Waconia, MN, will hold a public hearing on June 5th, 2025, at 6:30 p.m., at the Waconia City Hall, 201 South Vine Street, Waconia, MN, to consider a Variance application submitted by 1517 Sparrow Rd for the property identified as PID# 752920480.

The property owner is requesting a Variance to construct an 8-foot by 12-foot deck at the rear of their residence. The proposed deck would encroach into the required 30-foot rear yard setback, as outlined by the regulations of the R-1 Single-Family Residential Zoning District.

Pertinent information pertaining to this request is available at City Hall. Interested persons may submit written or oral comments pertaining to this matter any time prior to the hearing, or at the hearing on June 5th, 2025. Written comments will be distributed to the Planning Commission for review and consideration. Please submit written comments by mail, email or in person as follows:

Mail/in person: Attention: Abdihafid Sahal, 201 South Vine Street, Waconia, MN 55387
Email: Asahal@Waconiamn.gov

By: WACONIA PLANNING COMMISSION
ATTEST: Abdihafid Sahal, Assistant Planner

To the Waconia planning committee and City Council,

Thank you in advance for considering our application for a variance to construct an 8X12 deck on the back of our existing house in the Oakpointe Residential development. I (Rochele) was born and raised in Waconia. Since 1990, my husband (Brian) I have proudly made this our hometown. We chose to raise our family in numerous houses we have owned over the years, all located in Waconia. We were happy to purchase our current home in June of 2023. We are requesting a variance to construct an 8X12 deck on our existing home at 1517 Sparrow Rd.

When purchased, the house already had an existing sliding glass door on the second level (4ft above ground) of the house which leads to the backyard. The rear of the house has a header put where a deck would be connected to the house. The 2006 survey of the proposed house submitted to the city had a 12X15 proposed deck on the back of the house. We were informed that we need a variance to construct a deck because of the required 30ft rear setback. The placement of the back left side of the house corner is exactly setback 30ft. The existing sliding glass door placement in the house is at this corner of the house. With the ordinance in mind, we are respectfully only asking to construct a smaller 8X12 deck with steps down on the right side. Because of the placement of the house on the lot, only a small portion of the deck would be in the area of the need for a variance (see the survey where the shaded part of the deck is in need of a variance). Following, is our answers to address the variance review criteria:

1. Is the Variance in harmony with the purposes and intent of the ordinance?

We believe the variance would be in harmony of the intent of the ordinance because our house is on the lot next to the Oakpointe playground. The lot butts up to the park on both the

left side and rear of the house. The property is surrounded by a burm and there are pine trees lining the area between our lot and the park. The ordinance is in place to ensure the homeowner does not impinge on the integrity of the neighborhood. Because of the nature of the lot, the structure would not intrude or interfere with this intent. In the Oakpointe development, close to 100% of the existing homes have decks. When speaking to our neighbors, (Matthew and Rebecca Sonnek) on the right side of our house, they have indicated the construction of the deck would actually enhance the aesthetic beauty of the neighborhood since it looks like a deck belongs there. The area of where the deck would be is already landscaped as if a deck was there (see aerial view of house). Therefore, the variance for a deck would be in harmony with maintaining a well-kept nice neighborhood which is what the ordinance is intending to maintain.

2. Is the Variance consistent with the Comprehensive Plan?

Oakpointe is a residential development with single family homes. The comprehensive plan for this development has been and will continue to be residential. The Variance for a deck would be consistent with what is expected in residential areas.

3. Does the proposal put the property to use in a reasonable manner?

The proposed deck would be used as an exit out the rear of the house to the backyard and as a grilling deck. This would be consistent with what is reasonably expected of a deck on a residential home.

4. Are there unique circumstances to the property not created by the landowner?

The position of the house on the lot was proposed and built by the builder in 2006. We didn't purchase the house until 2023.

Therefore, we had no say whatsoever in the decision to put the house exactly at the 30ft setback which is creating the need for the variance. Also, when we purchased the house, the existing sliding glass door was already part of the structure. The placement of the door is dictating where a deck can be constructed. We are asking for the variance so the sliding glass door can be used as intended.

5. Will the Variance, if granted, alter the essential character of the locality?

The Variance would not alter the essential character of the locality because the intended use of the location is for residential single-family homes. A deck connected to a house where a sliding glass door already exists would be consistent with what is expected in a residential area.

We would like to thank you again for taking the time to review our Variance application. We appreciate the time it takes for this consideration and respectfully hope you agree that a Variance for a small 8X12 deck is warranted.

Respectfully,


Brian and Rochele Williams

Included in this application is the following attachments:

1. A copy of the original summited survey of the proposed house and property for Troy Mattke.
2. A copy of the survey with the proposed size of the deck on the house.
3. An aerial view of the property showing existing landscaping.
4. A drawing of the deck we would like to construct.
5. Pictures of the back of our house.



A



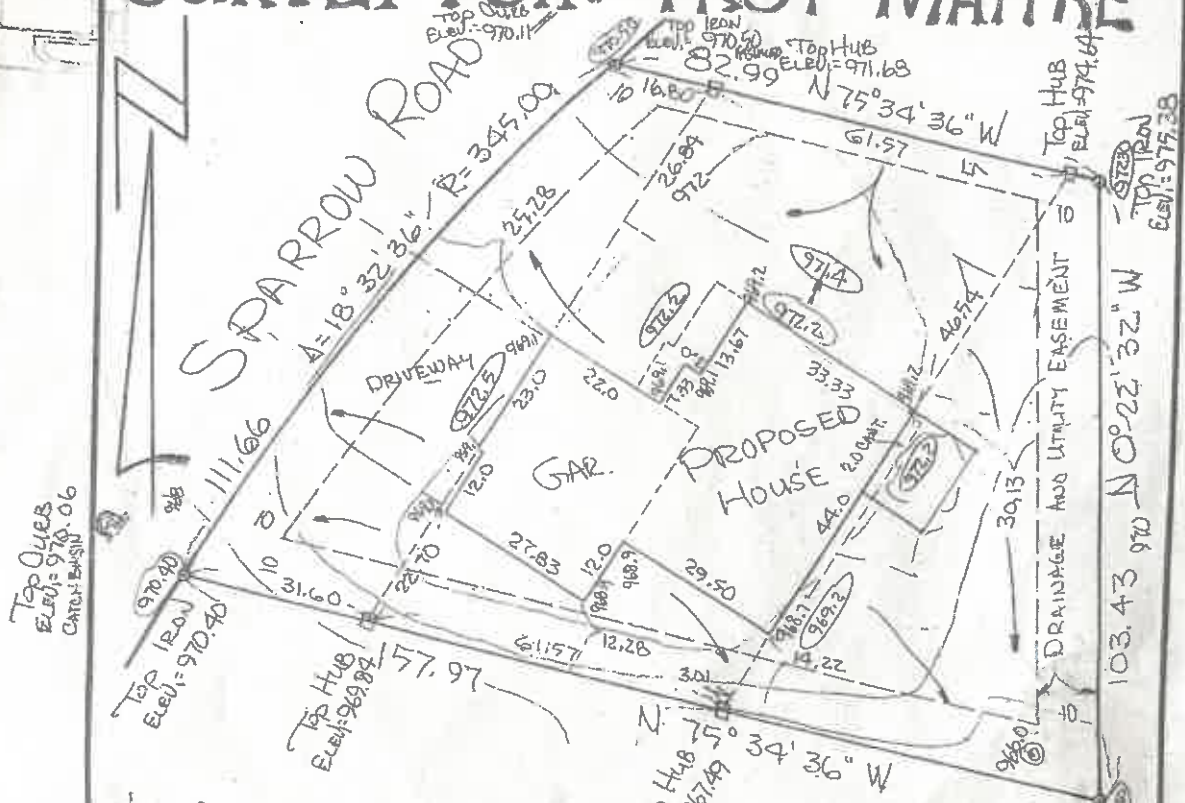




752920480

Original 12x15
Survey proposed
duck

SURVEY FOR: TROT MATTKE



NOTE: CONTOURS AND GRADES FOR WESTWOOD INC. - GRADING PLAN DATED 8-2-2005. PROPOSED ELEVATIONS MUST COMPLY WITH FINAL GRADING PLAN. BUILDER IS RESPONSIBLE FOR DRAINAGE PATTERNS, ELEVATIONS FOR HOUSE, AND FINAL LOT GRADING.

- Bearings are assumed
- Subject to easements of record if any
- Denotes set or found iron pipe monuments
- ⊕ Denotes set wood hub and tack
- 784.0 Denotes existing elevation
- 184.0 Denotes proposed finish grade elevation
- Denotes direction of surface drainage

- 972.5 Proposed garage floor elevation
- 972.9 Proposed top of block elevation
- 964.8 Proposed lowest floor elevation

NOTE: LANDSCAPING CAN CHANGE DRAINAGE.
NOTE: MINIMUM GRADE FOR DRAINAGE TO RUN ON GRASS IS 2.0%

Scale - 1 inch = 20 feet

I hereby certify that this is a true and correct representation of a survey of the boundaries of Lot 1, Block 8, OAK POINTE 2ND ADDITION, CARVER County, Minnesota as on file and of record in the Office of the County Recorder in and for said County, also showing the proposed location of a house as staked thereon.

REVISED
BY:
DEPT:
DATE:
BY:
DEPT:
DATE:
BY:
DEPT:
DATE:

That I am a duly Registered Land Surveyor under the Laws of the State of Minnesota.

Dated: August 30, 2006
REVISED: SEPTEMBER 7, 2006

Allan R. Hastings

Allan R. Hastings
Minnesota Registration No. 17009
312 First Avenue E.
Suite No. C
Shakopee, Minnesota 55379
Phone 952 445 4027

NOTE: NO TITLE OPINION FURNISHED TO DATE.



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	June 5, 2025
Item Name:	4.2. PUBLIC HEARING - Variance - 433 Oak Street South
Originating Dept:	Community Development
Presented By:	Lane Braaten
Previous Council Action:	
Item Type:	Regular Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Open the Public Hearing Motion to Close Public Hearing Motion recommending either approval or denial of a variance to construct a 4-foot-tall fence in the front yard of the residence at 433 Oak Street South versus the 3-foot maximum allowed in the R-2, Single Family Residential District.	
EXPLANATION OF AGENDA ITEM:	
<u>BACKGROUND</u>	
Applicants/Owners: Allicia Ebert	
Address: 433 Oak Street South	
PID# 754400050	
Zoning: R-2 Single-Family Residential District	
<u>REQUEST:</u>	
The city has received a variance application from Allicia Ebert for the property located at 433 Oak Street South to construct a 4-foot fence in the front yard of the residence. The proposed fence exceeds the standard height limit set by the R-2 Single-Family Residential Zoning District. Fences located in the front-facing portion of a residential property are limited to a maximum height of 3 feet. The applicant states the variance is needed due to repeated safety concerns involving aggressive behavior from neighboring dogs, which have entered the yard and attacked both pets and a family member.	
The applicant believes a 4-foot chain link fence would provide necessary protection while maintaining visibility and complying with neighborhood aesthetics.	
<u>APPLICABLE ORDINANCE PROVISIONS:</u>	
1. Section 900.07 – Landscaping and Fencing, Subd. 4,D – Fencing in residential and agricultural district	
2. Section 900.12- Administration, Enforcement and Procedures, Subd. 4 - Variances	
<u>VARIANCE REVIEW CRITERIA:</u>	
Waconia City Code Section 900.12 Subd. 4 and Minnesota State Statue 462.357, Subd. 6 establishes criteria to be considered when contemplating the issuance of a Variance in terms of “practical difficulty” as follows: “Variance shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the intent of the variances are	

consistent with the Comprehensive Plan.” So a City evaluating a Variance application should make findings as to:

1. Is the Variance in harmony with the purpose and intent of the ordinance
2. Is the Variance consistent with the Comprehensive Plan?
3. Does the proposal put the property to use in a reasonable manner?
4. Are there unique circumstances to the property not created by the landowner?
5. Will the Variance, if granted, alter the essential character of the locality?

State Statute specifically notes that economic considerations alone cannot create a practical difficulty. Whereas, practical difficulties exist only when the three statutory factors are met (1. Reasonableness, 2. Uniqueness, and 3. Essential character)

VARAIANCE ANALYSIS:

1. The subject property at 433 Oak Street South includes an existing single-family home. The applicant is requesting a variance to construct a 4-foot chain link fence, which exceeds the standard 3-foot height maximum allowed under R-2 Single-Family Residential Zoning.
2. The variance is requested due to repeated safety concerns involving aggressive neighboring dogs. The applicant reports multiple incidents where the dogs entered the yard and property, attacking pets and a family member.
3. No fence shall be erected on a corner lot that will obstruct or impede the clear view of an intersection by approaching traffic. This application was forwarded to the City Engineer for review and comment based on this ordinance standard. If the City Engineer requires modification/revisions to the plan for safety purposes the applicant shall follow the direction given by the City Engineer.
4. Minnesota State Statute Sec. 394.27 Subd. 7. states: " The board of adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance."

PUBLIC NOTICE/COMMENT:

The notice was published in the WACONIA PATRIOT on May 22nd, 2025, and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. As of the date and time of this report, the City has received no public comment regarding the proposed variance.

RECOMMENDATION:

The Planning Commission should hold the public hearing, review the Variance application based upon the Variance Criteria stated above and the information provided and make a recommendation to the City Council. Upon a formal recommendation by the Planning Commission this application will be forwarded to the City Council for review.

If the Planning Commission chooses to recommend approval of the variance application for Allicia Ebert, staff would recommend consideration of the following conditions:

1. The applicant shall locate all corner property pins prior to the issuance of a fence

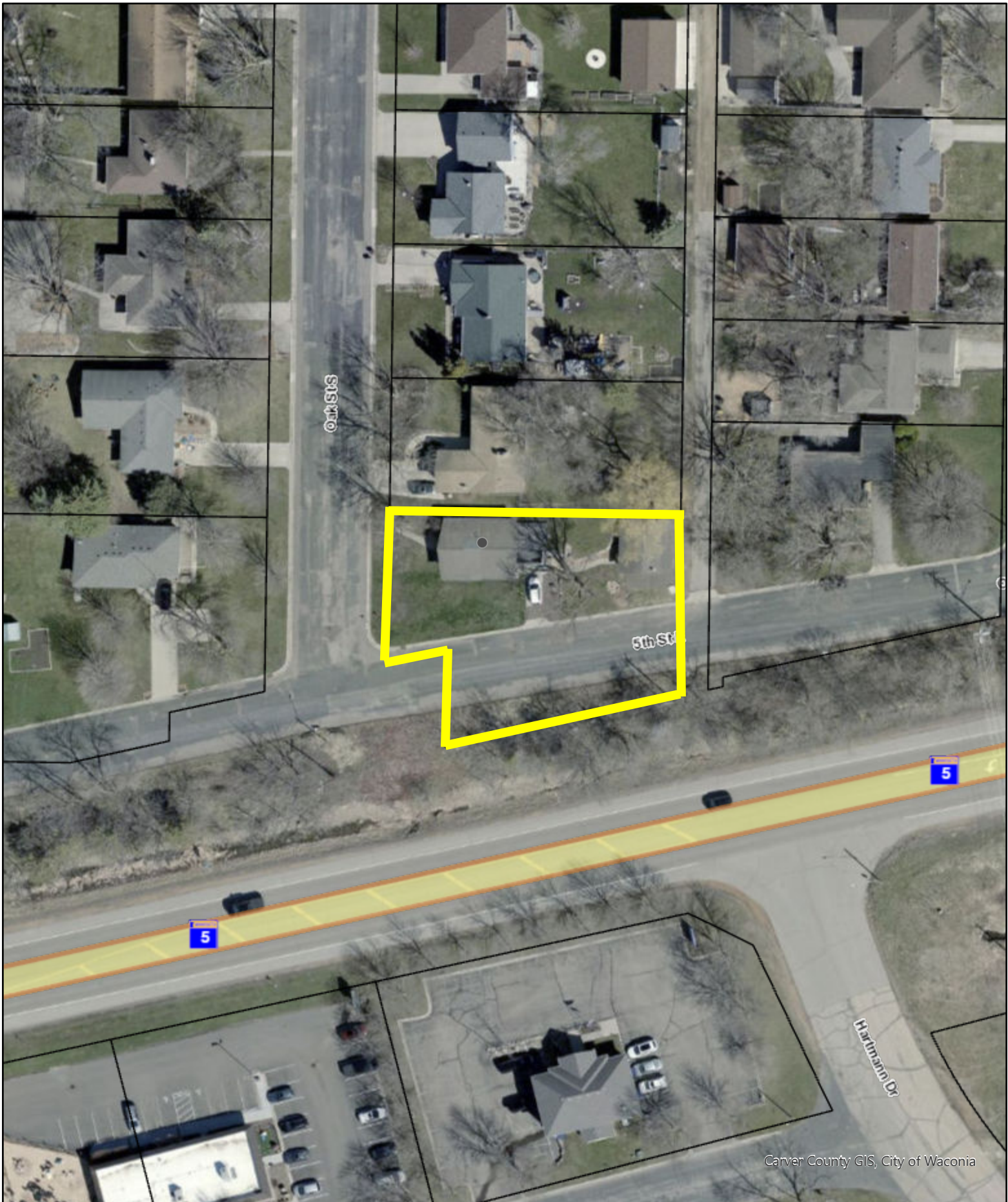
permit. The property pins shall be visible to staff at the time of inspection. Additionally, if the property pins cannot be located by the property owner, the property owner shall have a licensed surveyor locate and place the property pins to ensure the fence is in the proper location.

2. No fence shall be erected on a corner lot that will obstruct or impede the clear view of an intersection by approaching traffic. If the City Engineer requires modification/revisions to the plan for safety purposes the applicant shall follow the direction given by the City Engineer.

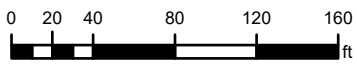
ATTACHMENTS:

1. Location Map
2. Applicant Narrative
3. Site Plan
4. Public Hearing Notice

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



Carver County GIS, City of Waconda



May 2025

City of Waconda

201 Vine Street South
Waconda, MN 55387

Portrait_8x11

Allicia Ebert

433 S Oak Street

Waconia, MN 55387

612-875-0593 Allicia - 612-360-3100 Mitchell

05-02-2025

City of Waconia

Attn: Planning and Zoning Department

Waconia City Hall

201 South Vine Street

Waconia, MN 55387

Dear Planning and Zoning Department,

I am writing to formally request a variance to construct a 4-foot fence in my yard at 433 S Oak Street. I understand that the city's regulations typically limit fence heights, but I am seeking an exception due to ongoing safety and quality of life concerns regarding the aggressive behavior of my neighbor's dogs.

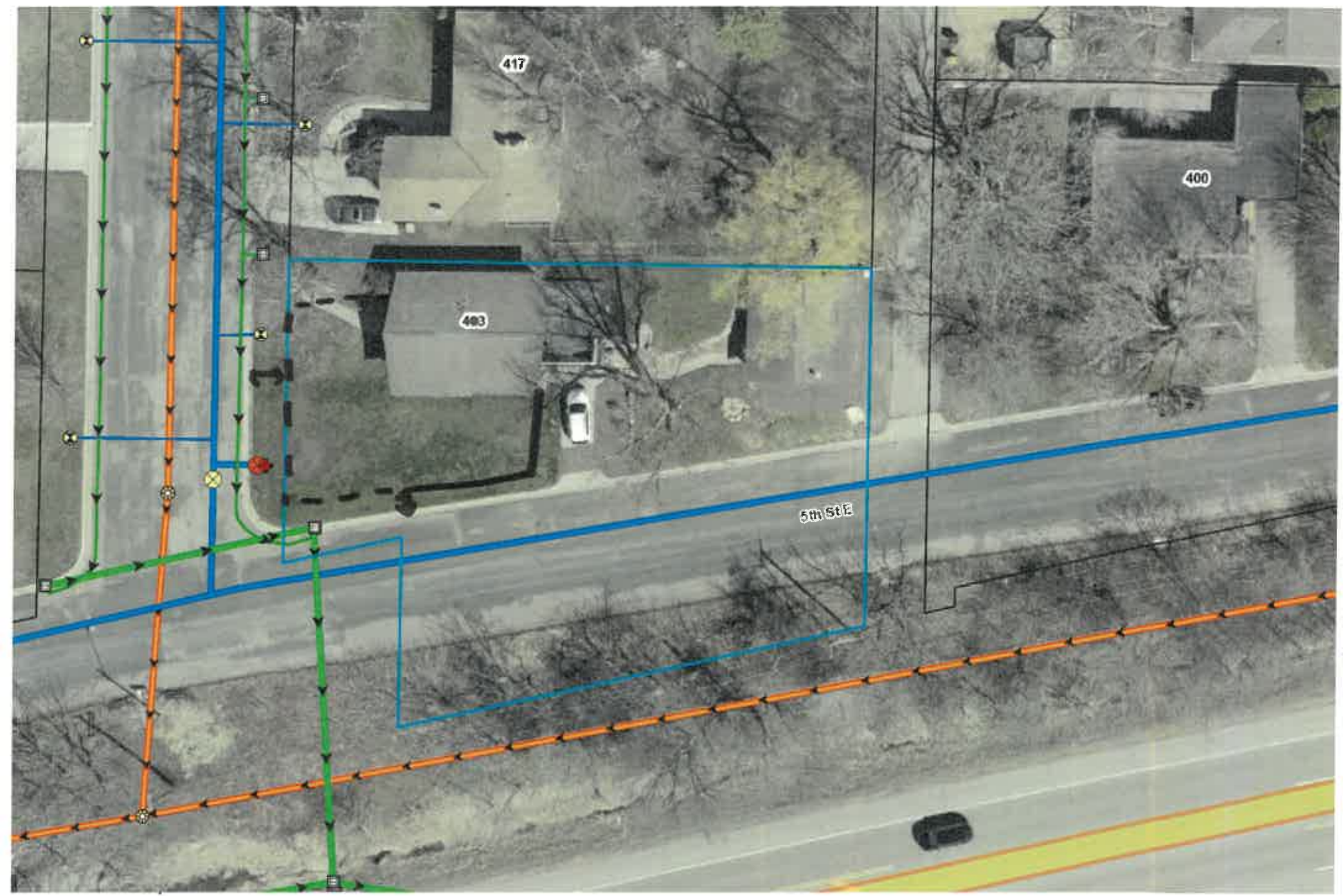
Over the past 2 years, I have encountered several incidents in which my neighbor's dogs have been overly aggressive, both on and off their property. The dogs often bark uncontrollably for extended periods, causing significant disturbance. Additionally, there have been multiple instances where these dogs unwelcomely entered my yard and, on several occasions, entered my property and attacked both my dogs and husband. As a result, I feel unsafe and concerned about the welfare of my pets and family members.

To address these issues and ensure the safety of everyone involved, I believe a 4-foot fence would serve as an effective barrier, preventing further altercations and reducing the noise pollution from the barking. I have already sought assistance from the Carver County Sheriff's Department, and they have been to my property on several occasions to address these issues. Despite their intervention, the situation has not improved.

Considering the ongoing safety concerns and disturbance, I respectfully request that the city grant me a variance to allow for a 4-foot fence. Due to the fence being a chain link, I find that they are easily seen through and would not block any sights. I am willing to comply with any requirements or conditions the city may deem necessary for this request. I sincerely appreciate your consideration of this matter and would be grateful for the opportunity to further discuss this issue.

Thank you for your time and attention to this request. Please feel free to contact me at 612-875-0593 should you need any additional information.

Sincerely,
Allicia and Mitchell Ebert



CITY OF WACONIA, MN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Waconia, MN, will hold a public hearing on June 5th, 2025, at 6:30 p.m., at the Waconia City Hall, 201 South Vine Street, Waconia, MN, to consider a Variance application submitted by 433 S. Oak Street for the property identified as PID# 754400050.

The property owner is requesting a variance to construct a 4-foot-tall fence in the front yard of their residence. Under current City of Waconia zoning regulations, fences located in the front-facing portion of a residential property are limited to a maximum height of 3 feet. The applicant is seeking an exception to this ordinance based on ongoing safety and quality of life concerns.

Pertinent information pertaining to this request is available at City Hall. Interested persons may submit written or oral comments pertaining to this matter any time prior to the hearing, or at the hearing on June 5th, 2025. Written comments will be distributed to the Planning Commission for review and consideration. Please submit written comments by mail, email or in person as follows:

Mail/in person: Attention: Abdihafid Sahal, 201 South Vine Street, Waconia, MN 55387
Email: Asahal@Waconiamn.gov

By: WACONIA PLANNING COMMISSION
ATTEST: Abdihafid Sahal, Assistant Planner



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	June 5, 2025
Item Name:	4.3. PUBLIC HEARING - Variance - ACPI Wood Products at 231/233 Industrial Blvd.
Originating Dept:	Community Development
Presented By:	Lane Braaten
Previous Council Action:	
Item Type:	Regular Session
<p>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Open the Public Hearing Motion to Close the Public Hearing Motion recommending either approval or denial of the variance to reduce the existing parking on the subject property by two (2) spaces to allow for a new external dust collector on site.</p> <p>EXPLANATION OF AGENDA ITEM:</p> <p><u>BACKGROUND</u> Applicant: Naman Sanghvi Owner: ACPI Wood Products, LLC Address: 231/233 Industrial Blvd. PID# 754600050 Zoning: I-2, General Industrial District</p> <p><u>REQUEST:</u> The City has received a Variance application from Naman Sangvhi (the “applicant”) requesting approval of a variance to reduce the existing parking on the subject property by two (2) spaces to allow for a new external dust collector on site.</p> <p><u>APPLICABLE ORDINANCE PROVISIONS:</u></p> <ol style="list-style-type: none"> 1. Section 900.05.12. I-2 General Industrial District 2. Section 900.09. Off Street Parking, Loading, and Access Regulations 3. Section 900.12. Administration, Enforcement and Procedures, Subd. 4 – Variances <p><u>VARIANCE REVIEW CRITERIA:</u> Waconia City Code Section 900.12, Subd. 4 and Minnesota State Statue 462.357, Subd. 6 establishes criteria to be considered when contemplating the issuance of a Variance in terms of “practical difficulty” as follows: “Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the terms of the Variance are consistent with the Comprehensive Plan.” So a City evaluating a Variance application should make findings as to:</p> <ol style="list-style-type: none"> 1. Is the Variance in harmony with the purposes and intent of the ordinance? 2. Is the Variance consistent with the Comprehensive Plan? 3. Does the proposal put the property to use in a reasonable manner? 4. Are there unique circumstances to the property not created by the landowner? 	

5. Will the Variance, if granted, alter the essential character of the locality? State Statute specifically notes that economic considerations alone cannot create a practical difficulty. Whereas, practical difficulties exist only when the three statutory factors are met (1. Reasonableness, 2. Uniqueness, and 3. Essential character).

PLANNING AND VARIANCE CONSIDERATIONS:

1. The subject property is zoned I-2, General Industrial District and the existing use on the property, which consists of office space, manufacturing space and warehousing is in conformance with the uses permitted under the City Code.
2. Section 900.09 of the City Code provides parking standards related to specific uses. Based on the information provided by the applicant the site would require 135 parking spaces. The existing site provides for 71 off-street parking spaces, which is not in conformance with the City's off-street parking requirements.
3. The applicant has requested approval to install an external dust collector on site that will further reduce the parking by an additional 2 spaces. As the parking does not meet the minimum requirements stated by City Code a variance approval is required to allow this parking reduction.
4. In summary, the applicant has stated that the existing parking has consistently met their operational needs.

PUBLIC NOTICE/COMMENT

The notice was published in the WACONIA PATRIOT on May 22nd, 2025, and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. To date no public comments have been received related to this request.

CONCLUSION/RECOMMENDATION

The Planning Commission should hold a public hearing, review the pertinent information, and make a recommendation to the City Council regarding the proposed variance for 231/233 Industrial Blvd. Upon a formal recommendation from the Planning Commission, this application will be forwarded to the City Council for review at their upcoming meeting on June 16th, 2025.

ATTACHMENTS:

1. Location Map
2. Applicant Narrative
3. Public Hearing Notice

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:

Budget Information:

- _____ Budgeted
- _____ Non-Budgeted
- _____ Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission:

Park Board:

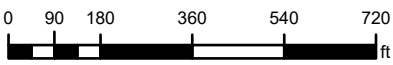
Personnel Committee:

Other:



Carver County GIS, City of Waconia

Hunter

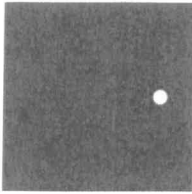


May 2025

City of Waconia

201 Vine Street South
Waconia, MN 55387

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CABINETWORKS GROUP

From,
Cabinetworks Group Waconia,
180 Industrial Blvd,
Waconia, MN 55387

To,
City of Waconia Planning Department
201 South Vine Street
Waconia, MN 55387

RE: Parking Variance Request – [233 Industrial Blvd, Waconia, MN 55387]

Dear Planning Commission Members,

It was a pleasure meeting with you recently. Following our discussion, we are submitting this request for a parking variance associated with the upcoming installation of a new external dust collector at our facility located at 233 Industrial Blvd, Waconia, MN 55387.

Parking Summary

Per the City of Waconia Code of Ordinances the parking standards for the different uses are mentioned below.

Professional, personal and business offices: One (1) space per two hundred (200) square feet of gross floor area but at least three (3) parking spaces.

Manufacturing, fabricating or processing of a product or material: One (1) space for each four (400) square feet of floor area, plus one (1) space for each company owned truck (if not stored inside principal building).

Warehousing, storage or handling of bulk goods: That space which is solely used as office shall comply with the office use requirements and one (1) space for each one thousand (1,000) square feet of floor area, plus one (1) space for each employee on maximum shift.

The parking requirements for our site are calculated as follows:

- **Manufacturing Area (15,873.18 sq. ft.):** 1 space per 400 sq. ft. = **40 spaces**
- **Office Area (1,056.45 sq. ft.):** 1 space per 200 sq. ft. = **5 spaces**
- **Warehouse Area (49,525.22 sq. ft.):**
 - Warehouse floor area: 1 space per 1,000 sq. ft. = **50 spaces**
 - Employee-based: 1 space per employee (40 employees on max shift) = **40 spaces**

Total Required (per code): 135 parking spaces

Total Existing Spaces: 71

While the requirement according to the formula set forth in the Code is 135 spaces, we currently only have **40 employees on our maximum shift**, and our existing **71 parking stalls have consistently met our operational needs** without issue. Further, we need the physical space additional parking stalls would use to install the new external dust collector described in more detail below.

Impact of Dust Collector Installation - Project Impact and Environmental Benefits

This project is critical for improving our facility's production performance along with environmental performance and maintaining safe, efficient operations. After considering using a larger, older dust collector from another facility, we chose to invest in a new Honeyville dust collection system that is a better fit for our site, takes up less space, and meets higher environmental and safety standards.

To minimize sound from the system, we are also installing high-performance acoustic silencers from FläktGroup® SEMCO™, a leading global manufacturer. These silencers are designed to reduce equipment noise both inside and outside the facility, helping prevent noise issues for our employees and neighbors. The system is independently tested and engineered to reduce sound while allowing proper airflow, ensuring the system runs quietly and efficiently.

This upgraded system reflects our commitment to cleaner air, quieter operations, and environmentally responsible manufacturing.

Justification for Variance

We believe this request meets the criteria for a variance as defined by the city for the following reasons:

- The parking shortfall is based solely on zoning code formulae, not on actual need. Strict application would result in significant site alterations for parking stalls that would go unused;
- The project will not affect neighboring properties, traffic flow, or public safety, and there is no impact to air, light, or general welfare; and
- The request is based on existing operational realities as there is no additional physical space to add parking. Thus, we are not claiming we need this variance for financial savings and we seek no special privilege.

We respectfully request approval of this variance to allow us to maintain our current 71 parking spaces while improving facility, functionality and environmental compliance.

Thank you for your consideration.

Naman Sanghvi

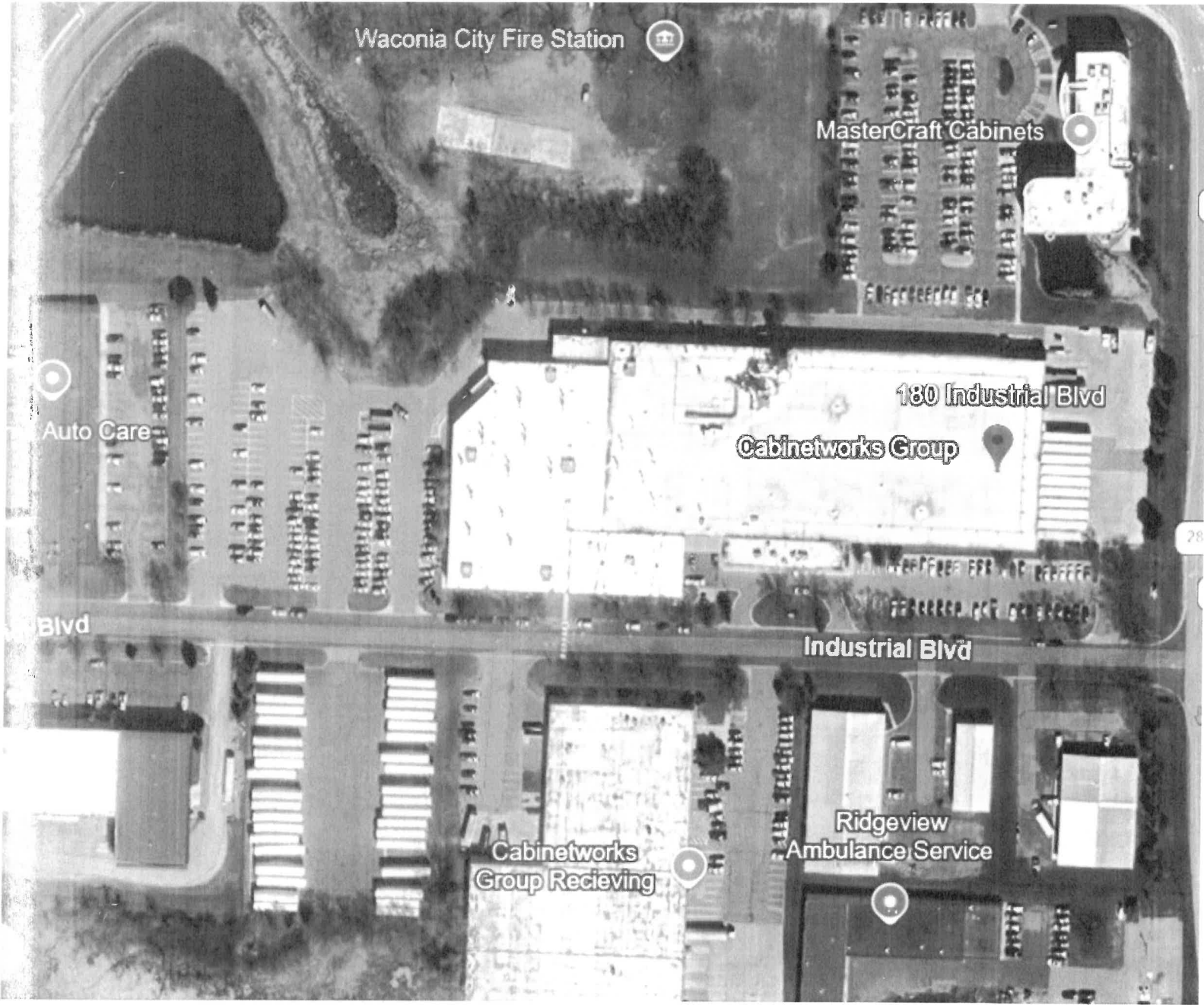
Plant Process engineer

6123631988

Naman.Sanghvi@cabinetworksgroup.com



CABINETWORKS
GROUP



CITY OF WACONIA, MN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Waconia, MN, will hold a public hearing on June 5th, 2025, at 6:30 p.m., at the Waconia City Hall, 201 South Vine Street, Waconia, MN, to consider a Variance application submitted by ACPI Wood Products LLC for the property located on 233 Industrial BLVD.

The applicant is requesting a Variance from the current parking requirements to allow for the installation of a dust collection system.

Pertinent information pertaining to this request is available at City Hall. Interested persons may submit written or oral comments pertaining to this matter any time prior to the hearing, or at the hearing on June 5th, 2025. Written comments will be distributed to the Planning Commission for review and consideration. Please submit written comments by mail, email or in person as follows:

Mail/in person: Attention: Lane L. Braaten, 201 South Vine Street, Waconia, MN 55387
Email: lbraaten@waconia.org

By: WACONIA PLANNING COMMISSION

ATTEST: Lane L. Braaten, Community Development Director



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date: June 5, 2025	
Item Name: 6.1. Staff Update	
Originating Dept: Community Development	
Presented By:	
Previous Council Action:	
Item Type:	Regular Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:	
EXPLANATION OF AGENDA ITEM:	
ATTACHMENTS: None	
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other:
_____ Amendment Required	