

WACONIA PLANNING COMMISSION MEETING AGENDA



**Thursday, December 4, 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.mn.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) November 6th, 2025 Planning Commission Meeting Minutes
- 4. NEW BUSINESS**
 - 1) **Steep Slope Permit - 25 Lake Street East**
Motion recommending approval/denial of the Steep Slope Permit application submitted by Andrew Vasek for the property located at 25 Lake Street East.
- 5. OLD BUSINESS**
- 6. OTHER**
 - 1) **Staff Update**

7. ADJOURN

8. WORK SESSION

Discussion related to downtown building height.



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date: December 4, 2025	
Item Name: 3.1. November 6th, 2025 Planning Commission Meeting Minutes	
Originating Dept:	
Presented By:	
Previous Council Action:	
Item Type:	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Motion to approve the November 6th, 2025 Planning Commission Meeting Minutes EXPLANATION OF AGENDA ITEM: ATTACHMENTS: 1. November 6th 2025 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
NOVEMBER 6, 2025**

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 Commission Chair Genz at 6:30 PM.

The following Commissioners were present: Planning Commissioner Polunc, Paulsen, Weckman, Peterson and Genz.

The following Commissioners were absent: Alternate Commissioner Malinski.

2. ADOPT AGENDA

No changes to the agenda.

Commissioner Paulsen to adopt the agenda, seconded by Commissioner Weckman.

MOTION CARRIED.

3. APPROVAL OF MINUTES

1) September 4th, 2025 Planning Commission Meeting Minutes

Motion to approve the September 4th, 2025 Planning Commission Meeting minutes by Commissioner Polunc, seconded by Commissioner Paulsen.

MOTION CARRIED.

2) October 14th, 2025 Special Planning Commission Meeting Minutes

Motion to approve the October 14th, 2025 Special Planning Commission Meeting Minutes by Commissioner Weckman, seconded by Commissioner Peterson.

MOTION CARRIED.

4. NEW BUSINESS

1) PUBLIC HEARING - Zoning Map Amendment - 9550 Airport Road

Braaten presented the public hearing on a Zoning Map Amendment for the property located at 9550 Airport Road. The application was submitted by Paradise Partners and Waconia Public Schools to rezone the subject parcel from R-3, Medium Density to P, Public District to facilitate a land donation to Waconia Public Schools. The zoning map amendment process requires the city to hold a public hearing. This area is undeveloped, with a large portion being wetland. To the east of the parcel is Laketown Elementary, Airport Road to the south, and TCO is located southwest of the property.

Genz voiced positive compliments regarding the land donation.

Planning Chair Genz opened the Public Hearing.

No comments.

Motion to close the Public Hearing by Commissioner Weckman, seconded by Commissioner Paulsen to close the public hearing.

MOTION CARRIED.

Motion to recommend approval of the Zoning Map Amendment for 9550 Airport Road by Commissioner Paulsen, seconded by Commissioner Peterson.

MOTION CARRIED.

2) PUBLIC HEARING — Variance - 748 Old Beach Lane

Braaten presented to variance information for 748 Old Beach Lane and provided the following summary. Libby Montreuil, Boulder Images Inc. submitted the variance request at 748 Old Beach Lane for property owners Monica Norwick and Mark LaRose. A special meeting was called to order on October 14th to address a concern regarding the erosion problem on the slope with the failing retaining walls. The quickest solution was a steep slope permit in the bluff to replace exactly what they have and not expand it. The contractor noted there was more erosion than they thought and displayed an expansion of the existing retaining walls. Braaten displayed the address location and site survey of the property from 2020.

Braaten explained the site conditions indicating that the wooden stairs were proposed to be removed and replaced with a stone staircase. Restoration of the slope is necessary with native plantings. The expansion of retaining walls in the bluff and bluff impact zone will fix the erosion issues but the stone steps will add 1% of the hardcover. The current property after the variance from 2020 is 33.5% versus the 25% hard cover allowed in the shoreland overlay district. The change would then make the hard coverage 34.5%.

The proposed work needed:

- removal of the wooden stairs and replaced with a stone staircase.
- proposing staggered retaining walls throughout the bluff.
- restoration of the slope by adding native plantings that need to be approved by Soil and Water Management for the final landscaping plan.

Commissioners will take into consideration the 5 variance criteria stated in the packet materials to determine if the variance should be approved or denied.

Paulsen addressed the 200 square feet of additional hardcover, wondering if the restoration of 200 sq. ft. of shore impact zone would be a sufficient offset. Braaten stated that this was up to the Commission and Council. 200 sq. ft. is the area added, and there was sufficient area at the base of the slope to required restoration of the same size while still allowing the property owner to use the shoreline, store docks, etc.

Conversation followed regarding the neighboring property being a contributing factor to the erosion issues. Boulder Imagines may be able to answer these questions.

Planning Chair Genz opened the Public Hearing.

Comments and Concerns:

Libby Montreuil, Boulder Inages, Inc, 12545 Driftwood Lane, Apple Valley, MN 55124.

The existing retaining walls are not structurally sound. Libby explained in detail the differences between 1-1 slope, 2-1 and 3-1 slope. To get a 3-1 slope, it would be necessary to construct a wing wall and boulder row cropping, with 2 4-foot walls instead of 1 8-foot wall.

Commissioner Polunc wondered if the boulders would be set from the bottom up.

Libby stated that because of the time of year, they would need to set the boulders from the top of the slope to the bottom.

The stairs are considered hard coverage, retaining walls are not counted in the hardcover. A comment from Libby was that she considers this an emergency situation that the existing homeowner did not create.

Motion to close the Public Hearing by Planning Commissioner Weckman, seconded by Commissioner Paulsen.

MOTION CARRIED.

Motion to recommend approval of the variance for 748 Old Beach Lane with the 12 conditions stated in the staff report made by Commissioner Polunc, seconded by Commissioner Paulsen.

MOTION CARRIED

3) PUBLIC HEARING — After the Fact Variance — 301 Oak Street South

Sahl presented the after-the-fact variance for property address 301 Oak Street South.

The applicant is requesting three variances for this property that include (1) allowing the existing built garage to be located 9.8 feet from the rear lot line versus the 10 feet minimum allowed. (2) 14.1 feet from 3rd Street versus the 15-foot requirement and (3) 41% hardcover instead of the 35% maximum allowed in the R-2 Single Family District.

The original garage was destroyed in a fire. The homeowners rebuilt the garage without a permit. Due to personal health issues, the property owner's daughter is now responsible for obtaining a permit and proceeding to get these issues resolved. Sahl mentioned the homeowner would include a rain garden to mitigate the hardcover in excess of 35%. Discussion took place regarding the existing garage being the same footprint as the destroyed garage.

Commissioner Genz opened the public hearing.

Comments and Concerns:

Elizabeth Smieja- 4029 Halgren Court, Excelsior, MN

Paulsen wondered why a permit had not been submitted. Smieja was not aware of the situation, with her parents having dementia and her brother who built the structure. At one time, partial information and a permit had been submitted, but a permit was never issued. The previous garage fire was in 2018. The debris was cleaned up quickly, a temporary shed had been constructed. Paulsen inquired about the comment that the building official inspected the new garage. Braaten explained that the City Building Official had visited the site to determine if the garage appeared to be built to code prior to any work related to the variance, which would have been a moot point if the building had to come down for some reason.

Polunc inquired about issuing a permit after the fact.

Motion to close the Public Hearing by Commissioner Polunc, seconded by Commissioner Paulsen.

MOTION CARRIED

Commissioner Paulsen commented on the variance analysis and felt that this application, while an after-the-fact request, appears to meet the criteria.

Motion by Commissioner Paulsen, seconded by Commissioner Weckman to recommend approval of the after the fact Variance for 301 Oak Street South to include the conditions stated in the staff report.

MOTION CARRIED

5. OLD BUSINESS

6. OTHER

1) Staff Update

Braaten provided the following summary.

- There have been 97 new home construction permits issued so far in 2025.
- The Trumpy Comprehensive Plan Amendment was approved by the City Council.
- Goodwill indicated a January opening.
- Tractor Supply indicated a late February opening.
- Les Schwab Tires and Auto Repair has site plan approval and is working toward a building permit in the spring.
- Elm Creek Ridge, 56 new homes—conversations with the developer for final plat review in December.
- The turbo round-a-bout is completed and open at the intersection of County Road 10 and Waconia Parkway North.
- Wildcat way is open.

- The downtown road and utility project is near completion.
- Commission members commented on the Holbrook project.
- City Council approved a purchase agreement for 15 acres on the east side of Little Avenue near the Holbrook development for a future water plant.
- Small area plan RFP for the 9 acre UFC parcel.
- Then the next small area plan is going to be the future business park/commercial areas located in and around Hwy. 10, Little Avenue and Klein Drive.

7. ADJOURN

Motion by Commissioner Weckman, second by Commissioner Peterson to adjourn.
MOTION CARRIED.



REQUEST FOR PLANNING COMMISSION ACTION

Meeting Date:	December 4, 2025
Item Name:	4.1. Steep Slope Permit - 25 Lake Street East
Originating Dept:	Community Development
Presented By:	Lane Braaten
Previous Council Action:	
Item Type:	Regular Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Motion recommending approval/denial of the Steep Slope Permit application submitted by Andrew Vasek for the property located at 25 Lake Street East.	
EXPLANATION OF AGENDA ITEM:	
<u>BACKGROUND</u>	
Applicant: Andrew Vasek	
Property Owner: Andersen Family Trust	
Address: 25 Lake St. East	
PID# 750504020	
Zoning: R-4, Mixed Residential District	
Special District: Shoreland Overlay District	
<u>REQUEST:</u>	
The city has received a Steep Slope Alteration Permit application from Andrew Vasek (the “applicant”) to construct a new home within a steep slope on the property located at 25 Lake Street East.	
<u>APPLICABLE ORDINANCE PROVISIONS:</u>	
1. Section 900.05 – District Regulation, Subd. 5 – R-4 Mixed Residential District	
2. Section 900.06 – Supplementary Regulations, Subd. 7 – Shoreland Overlay District	
3. Section 900.06 – Supplementary Regulations, Subd. 8 – Environmental Protection Regulations	
4. Section 900.12 – Administration, Enforcement and Procedures, Subd. 11 – Land Alterations	
<u>DEFINITIONS:</u>	
Sensitive Resource Management – The preservation and management of areas unsuitable for development in their natural stage due to constraints such as shallow soils over groundwater to bedrock, highly erosive or expansive soils, steep slopes, susceptibility to flooding or occurrence of flora or fauna in need of special protection.	
Steep Slope – Land where agricultural activity or development is either not recommended or described as poorly suited due to slope steepness and the sites’ soil characteristics, as mapped and described in available county soil surveys or other technical reports, unless appropriate design and construction techniques and farming practices are used in accordance with the provisions of these regulations. Where specific information is not available, steep slopes are	

lands having average slopes over 12% as measured over horizontal distances of 50 feet or more, that are not bluffs.

STEEP SLOPE ALTERATION PERMIT PROCEDURES:

The City Code requires, prior to the commencement of any development on a steep slope, an application for a permit shall be made to the City for review and approval by the Planning Commission and City Council.

The Shoreland Overlay District states *“Local government officials must evaluate the possible soil erosion impacts and development visibility from public waters before issuing a permit for construction of sewage treatment systems, roads, driveways, structures or other improvements on steep slopes. When determined necessary, conditions must be attached to issued permits to prevent erosion and to preserve existing vegetation screening of structures, vehicles, and other facilities as viewed from the surface of the public waters, assuming summer, leaf-on vegetation.”*

ENVIRONMENTAL PROTECTION REGULATIONS:

“Land alteration is the process of changing the existing landscape by excavating, filling, or grading... ..no land shall be altered, excavated, filled or graded and no vegetation removed without first obtaining a permit from the city.”

PLANNING CONSIDERATIONS:

1. The applicant is proposing to build a home within the steep slope. Additional improvements involve retaining walls on the property.
2. The property is a non-riparian lot. The lot is within the shoreland overlay district (i.e. within 1,000 ft of Lake Waconia), but it does not share a boundary with the water itself.
3. The proposed project is expected to reach the maximum permitted hardcover limit of 25%. No additional site improvements (e.g., detached shed or alley-side driveway) would be permitted in the future if the site is built to the maximum as proposed in this application.
4. Approval of the Steep Slope Land Alteration Permit request shall also serve as approval for the grading to be done in conjunction with the proposed home. The grading shall be completed per the requirements stated in the City Code and as summarized below:
 - a. All operations shall be conducted within the property lines. Grading that extends over the property lines shall require easements from adjacent property owners.
 - b. Upon completion of grading operations, the disturbed areas shall be restored with topsoil or other approved cover material and shall be reseeded to establish approved vegetation.
 - c. Drainage facilities shall be provided to effectively divert or convey storm water run-off.
 - d. Finished grades shall not adversely affect adjacent properties.
 - e. The excavation of filling permit shall run for six (6) Months unless a lesser or greater period is requested and approved by the City Council
5. Any work in the public right-of-way requires a separate Right-of-Way Permit from the Public Services Department. Final engineered plans for the stormwater outlet shall be

submitted to and approved by the City Engineer prior to issuance of that permit and commencement of work in the right-of-way.

6. City staff, specifically the city engineer, have reviewed the application and have provided comments that have been attached as part of this report.

RECOMMENDATION

The Planning Commission should review the Steep Slope Permit application and make a recommendation to the City Council. Upon a recommendation, this application will be placed on the

December 22nd, 2025, City Council meeting for review and consideration.

If the Planning Commission chooses to recommend approval of the Steep Slope Permit for 25 Lake Street East, staff would recommend the approval upon the following conditions:

1. All applicable permits are applied for by the applicant with all supporting documentation and issued prior to the start of construction
2. The applicant shall submit a certified wall plan with the building permit application for retaining walls at 4ft or greater in height.
3. Disturbed areas shall be restored with sod or seed and an erosion control blanket within 5 days of inactivity.
4. All operations shall be conducted within the property lines. Grading that extends over the property lines requires easements from adjacent property owners.
5. Finished grades shall not adversely affect adjacent properties.
6. The applicant shall submit an As-Built survey upon completion of the project.
7. Perimeter erosion control shall be installed by the contractor (double silt fence) and inspected by the City prior to any other work commencing.
8. Stabilization of exposed/disturbed soils on slopes shall occur immediately after grading operations.
9. Final engineered plans for the outlet shall be submitted to and approved by the City Engineer prior to issuance of a permit and/or commencement of work within the right-of-way.

ATTACHMENTS:

1. Location Map
2. Certificate of Survey
3. Project Description
4. Erosion Control Plan
5. City Engineer Comments
6. Soil Type
7. Steep Slope Permit Application

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	

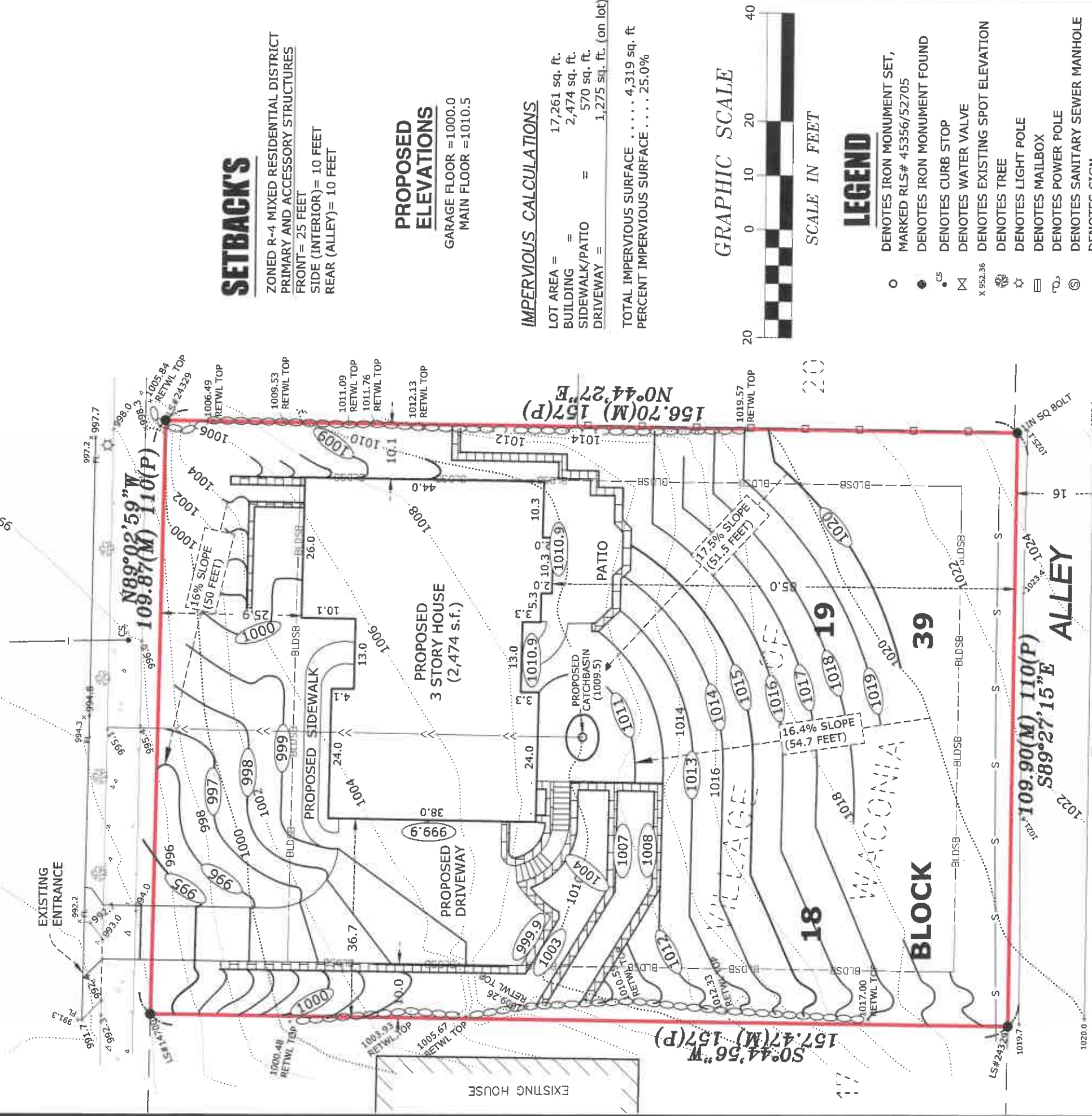


CERTIFICATE OF SURVEY

~for~ Mathews Vasek Construction
 ~of~ 25 East Lake Street, Waconia MN 55387.

LAKE STREET EAST

NORTH



SETBACK'S

ZONED R-4 MIXED RESIDENTIAL DISTRICT
 PRIMARY AND ACCESSORY STRUCTURES
 FRONT = 25 FEET
 SIDE (INTERIOR) = 10 FEET
 REAR (ALLEY) = 10 FEET

PROPOSED ELEVATIONS

GARAGE FLOOR = 1000.0
 MAIN FLOOR = 1010.5

IMPERVIOUS CALCULATIONS

LOT AREA = 17,261 sq. ft.
 BUILDING = 2,474 sq. ft.
 SIDEWALK/PATIO = 570 sq. ft.
 DRIVEWAY = 1,275 sq. ft. (on lot)

TOTAL IMPERVIOUS SURFACE 4,319 sq. ft
 PERCENT IMPERVIOUS SURFACE 25.0%

GRAPHIC SCALE



LEGEND

- DENOTES IRON MONUMENT SET, MARKED RLS# 45356/52705
- DENOTES IRON MONUMENT FOUND
- CS DENOTES CURB STOP
- ⊗ DENOTES WATER VALVE
- X 952.36 DENOTES EXISTING SPOT ELEVATION
- ⊙ DENOTES TREE
- ☆ DENOTES LIGHT POLE
- ☐ DENOTES MAILBOX
- ☐ DENOTES POWER POLE
- ⊙ DENOTES SANITARY SEWER MANHOLE
- ⊙ DENOTES SIGN
- (800.0) DENOTES PROPOSED ELEVATION
- X 952.36 DENOTES EXISTING ELEVATION
- DENOTES WOOD FENCE
- DENOTES EXISTING SILT FENCE
- DENOTES RETAINING WALL
- DENOTES EXISTING CONTOURS
- DENOTES PROPOSED CONTOURS
- DENOTES BUILDING SETBACK LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES PROPOSED RETAINING WALL
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 9/16/25.
- Bearings shown are based on the Carver County Coordinate System.
- Vertical information is based on the NAVD88 datum.
- Parcel ID Number: 750504020.
- Curb shots are taken at the top and back of curb.
- Site plan and grades shown are per Shairrat Design dated 10/27/25.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

Lot 18 & 19, Block 39, VILLAGE OF WACONIA, Carver County, Minnesota.

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

By: *[Signature]*
 Minnesota License No. 52705
 Dated 29th day of October 2025

REVISIONS	
1	10-7-25 NEW SITE PLAN
2	10-27-25 SLOPE PERCENTAGES
3	10-28-25 NEW SITE PLAN
4	10-29-25 UPDATE GRADES

DATUM: Co. Coord. JOB NO. 251035HS
 SCALE: 1" = 20'
 DATE: 9-25-23
 DRAWN BY: LKN
 CREW: SNN

E.G. RUD & SONS, INC.
 Professional Land Surveyors
 990 5th Ave SE, Suite 2
 Hutchinson, MN 55350
 Tel. (320) 587-2025
 www.egrud.com
 L18-19, B39

MATHEWS + VASEK
CONSTRUCTION
CUSTOM HOMES • REMODELING • COMMERCIAL

Date: 11-4-25

Re: Steep Slope Permit, 25 Lake Street East

-Duration of Construction will be approximately 12 months. Initial excavation and grading will occur in the first 45 days of construction. Site will be stabilized via silt sock, silt fence and blanketing as needed during and after excavation and grading. Final grading will occur in the last 45 days of construction.

-Erosion Control will be installed and maintained throughout the duration of the construction.

-Existing vegetation is grass. Soil type is Lester-Kilkenny loams, 6-12% percent slope, per Carver County Data

-Placement of house and driveway are located approximately where original home was located. Demolition of previous home was permitted with the City of Waconia 5-28-21 and final demolition was completed and inspected 7-2-21.

-Proposed lowest floor elevation is 999.9. Previous lowest level elevation was 1003.4.

-Majority of disturbance will occur in the proposed driveway and proposed home location.

-Andrew Vasek

Mathews Vasek Construction

CERTIFICATE OF SURVEY

~for~ Mathews Vasek Construction
 ~of~ 25 East Lake Street, Waconia MN 55387.

LAKE STREET EAST

NORTH

- Preserve existing vegetation as capable during excavation process.
- Silt sock/silt fence
- Rock construction entrance
- Straw blanket slopes to prevent erosion during construction

(2) rows silt fence

Rock Entrance



SETBACK'S

ZONED R-4 MIXED RESIDENTIAL DISTRICT
 PRIMARY AND ACCESSORY STRUCTURES
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 REAR (ALLEY) = 10 FEET

PROPOSED ELEVATIONS

GARAGE FLOOR = 1000.0
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GRAPHIC SCALE



SCALE IN FEET

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- Site plan and grades shown are per Sharrat Design dated 10/27/25.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

Lot 18 & 19, Block 39, VILLAGE OF WACONIA, Carver County, Minnesota.

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

By: *E.G. Rud*
 Minnesota License No. 52705
 Dated 29th day of October 2025

DATUM: Co. Coord.

JOB NO. 251035HS

REVISIONS

NO.	DATE	DESCRIPTION
1	10-7-25	NEW SITE PLAN
2	10-27-25	SLOPE PERCENTAGES
3	10-28-25	NEW SITE PLAN
4	10-29-25	UPDATE GRADES

SCALE: 1" = 20'

DATE: 9-25-23

DRAWN BY: LKN

CREW: SNN

E.G. RUD & SONS, INC.
 Professional Land Surveyors
 990 5th Ave SE, Suite 2
 Hutchinson, MN 55350
 Tel. (320) 567-2025
 www.egrud.com

From: Jake Saulsbury <Jake.Saulsbury@bolton-menk.com>

Sent: Thursday, November 20, 2025 3:20 PM

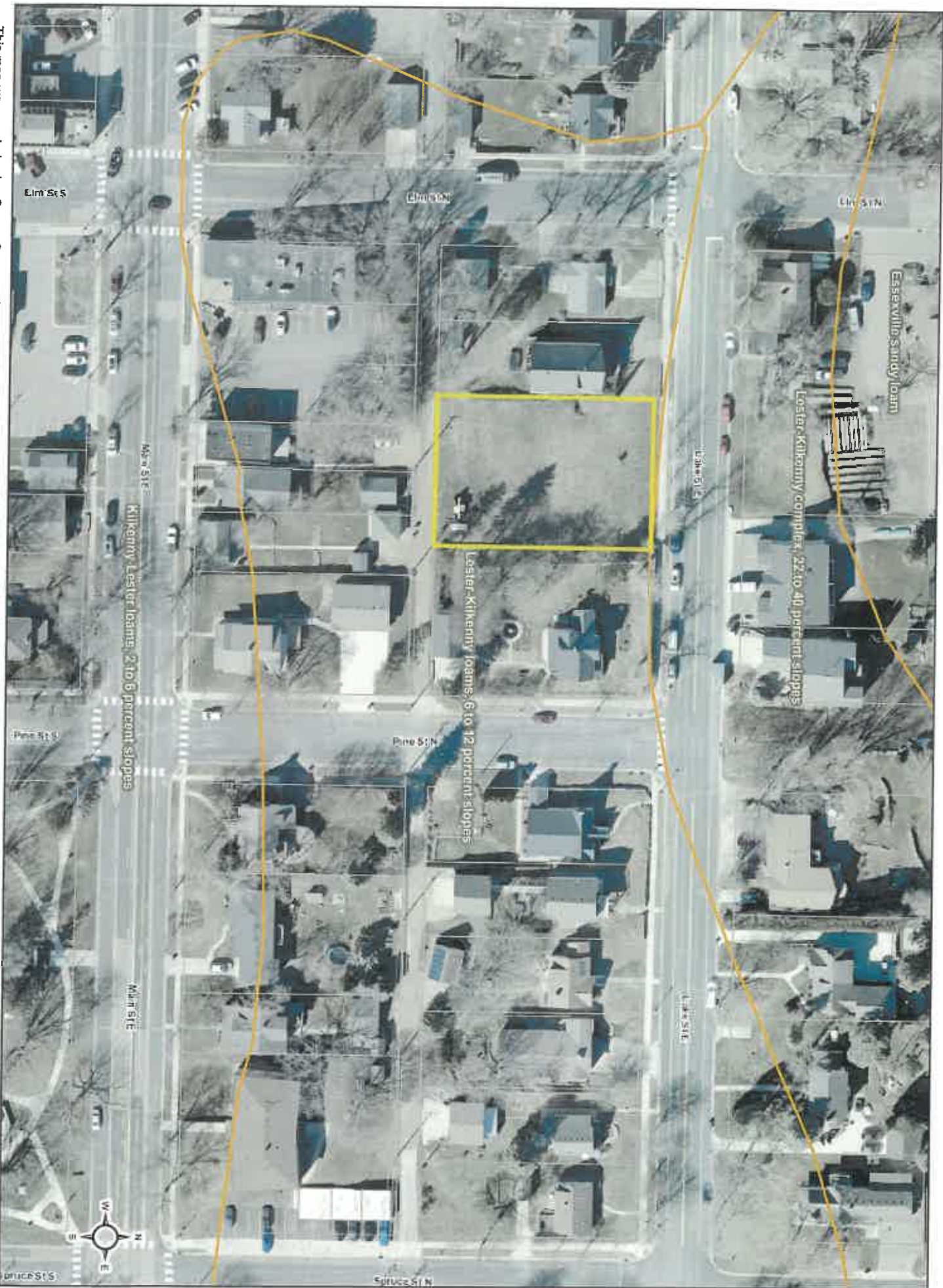
To: Abdihafid Sahal <asahal@waconiamn.gov>

Subject: RE: 25 Lake St. E. Steep Slope Permit

See the comments below and let me know if you have any questions.

1. The proposed project meets the shoreland district requirements for setbacks and the impervious percentage maximum.
2. No permanent stormwater management is required by the City as improvements do not exceed maximum allowable impervious surface.
3. Confirmation is needed that the driveway slope does not exceed 12% (10% preferred).
4. The applicant shall submit a certified wall plan signed by an engineer licensed in MN. A city building permit application is also required for retaining walls at 4 feet or greater in height.
5. There is no mainline storm sewer under/along Lake Street. Clarification is needed as to the proposed storm sewer outlet in the public right-of-way.
6. The storm sewer pipe should be re-routed around the building to allow for maintenance and to better protect the foundation of the home. More than sufficient elevation is available to traverse the longer route.
7. Perimeter erosion control shall be installed by the contractor and inspected by the City prior to any other work.
8. Stabilization of exposed/disturbed soils on slopes shall occur immediately after grading operations.
9. All operations shall be conducted within the property lines. Grading that extends over the property lines shall require an easement or a right of access agreement from adjacent property owners.
10. Finished grades shall not adversely affect adjacent properties.

Jake Saulsbury, PE (MN)
Municipal Senior Project Engineer | Senior Principal
Bolton & Menk, Inc.



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



CITY OF WACONIA
201 South Vine Street
Waconia, MN 55387
Phone: (952) 442-2184 Ext. 2
Fax (952) 442-2135
www.waconia.org

APPLICANT INFORMATION

1. Owner's Name: Bill and Jane Andersen
2. Address of Property: 25 Lake Street East
3. PID Number: 750504020
4. Legal Description: _____
5. Applicant's Name: Mathews Vasek Construction
6. Mailing Address: 1040 Adams Street SE
7. Daytime Phone(s): 952-367-9161
8. Email Address: andyv@mathewsvasekconst.com

The City will distribute copies & appropriate information to applicant via email

OFFICE USE ONLY

Date Received: _____

Fee: \$ _____

Receipt #: _____



CITY OF WACONIA
201 South Vine Street
Waconia, MN 55387
Phone: (952) 442-2184 Ext. 2
Fax (952) 442-2135
www.waconia.org

STEEP SLOPE ALTERATION PERMIT

Prior to the commencement of any development on a steep slope (18% of greater), an application for a permit shall be made to the City for review and approval by the Planning Commission and City Council.

Shoreland Overlay Zone

Where specific information is not available, steep slopes are lands having average slopes over 12%, as measured over horizontal distances of 50 feet or more, that are not bluffs.

Present zoning classification: R-4

Existing use of property: Single Family Home

THE FOLLOWING INFORMATION MUST BE SUBMITTED IN ORDER TO PROCESS THE APPLICATION

1. The time period over which the construction will take place.
2. The mapping and description of soil types, locations and erosion potential.
3. A topographic map showing existing contours.
4. A map showing the proposed or altered topography.
5. A description of vegetation and the amount of disturbance proposed.
6. Plans showing how the steep slopes will be developed, retained, and protected.
7. Erosion control plans.
8. Payment of application fee (\$125 Residential, \$250 Non-Residential) and \$500 deposit. Additional consulting review fees may apply, such as civil engineering and legal counsel.

Applicant's Signature: 

Date: 10-29-25

Printed Name: Andrew Vasek