

**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.