



March 9, 2026
Revised March 27, 2026
Revised April 1, 2026

Alex Sharpe
Community Development Director
City of Wayzata
600 Rice Street E
Wayzata, MN 55391

RE: CUP Application for Raquet Court Pavilion and Course Convenience Station

Dear Mr. Sharpe

Thank you for your assistance over the past several weeks in clarifying that a Conditional Use Permit (CUP) is required for the two proposed improvement projects at Woodhill Country Club. We appreciate your guidance through this process.

Project 1 – Viewing Pavilion

Woodhill Country Club proposes to construct a small viewing pavilion adjacent to the existing racquet sports facilities. The structure will have no plumbing and will be served only by electrical service for convenience outlets.

The structure will be built with a traditional frost footing.

Estimated disturbed earth is approximately 184 CY of soil accounting for over dig during excavation.

Project 2 – Convenience Station (Hole 5)

Woodhill Country Club also proposes to construct a small convenience station adjacent to the tee box for Hole 5 on the golf course. The facility will include one unisex restroom and a refreshment station for beverages and water refill. Utilities are to include a private septic system (see enclosed design), as well as water and electrical service. All proposed utilities will be subject to the applicable jurisdictional reviews as part of the permitting process.

The convenience station at hole 5 will not be utilized in the colder months and there is no mechanical system proposed. Domestic water lines will be purged of water during the fall closing of the course.

Domestic water will be provided by vibratory trenching from an existing potable water source approximately 3,326 linear feet at a depth of 2' using a vibratory plow. The disturbed surface area is less than 1" along the length of the length of the trench. The proposed route is shown on the survey in both the site location image on the upper left of the sheet as well as in the detailed area plan. The source of the water is a private well. Water serving the convenience stations will be accessed via an existing pump station located south of the 15th tee box.

The structure will be built on a helical pier system with concrete grade beams and subsequent slab on grade floors to limit site disturbance.

The civil engineer calculated a site disturbance of approximately 34.82 CY at the convenience station location. This calculation is shown at the bottom left of the survey.

Enclosed Documents

Please find the following materials enclosed for your review:

- Plans and survey for the Viewing Pavilion



- Plans and survey for the Convenience Station
- Septic Design and Report for the Convenience Station

Should you have any questions or require additional information, please do not hesitate to contact me. Thank you for your time and consideration.

Very sincerely,

A handwritten signature in black ink, appearing to read "Matthew M. Byers". The signature is fluid and cursive, with a prominent loop at the end.

Matthew Byers, AIA
Managing Principal
C: 651-336-1393