



**CITY OF LONG LAKE  
PLANNING COMMISSION MEETING MINUTES  
FEBRUARY 8, 2011**

**OATH OF OFFICE**

City Administrator Post administered the oath of office to new Commission members Carol Kelley and Jeff Stephenson.

**CALL TO ORDER**

The meeting was called to order at 6:35 p.m. by Chair Crump.

Present: Committee Members Crump, Kelley, Hughes and Loosen, Stephenson; City Councilmember Skjaret; City Administrator Post; and Planning Consultant Perry.

Absent: None.

**APPROVE AGENDA**

*The agenda was approved as presented.*

**CONSENT AGENDA**

**A. Minutes of the December 14, 2010 Planning Commission Meeting**

*Commissioner Hughes moved to approve the Consent Agenda as presented.  
Commissioner Loosen seconded. Ayes: all.*

**OPEN CORRESPONDENCE**

None.

**NEW BUSINESS**

**A. Discussion of Open Meeting Laws and Status of Variance Court Ruling**

City Administrator Post reviewed the staff report for the Planning Commission. He reviewed the open meeting laws and noted that the Planning Commission would be subject to those laws. He explained the best methods for discussions so that the open meeting laws are not violated unintentionally. He provided an update regarding the Minnesota Supreme Court ruling regarding variances and noted that there is an effort underway at the Capital to change the ruling during this legislative session.

**B. Discussion of Planning Commission 2011 Appointments**

Chair Crump noted that a Chair, Vice Chair and a representative to the EDA would be needed for the Commission for the 2011 year.

City Administrator Post noted that the Commission would make a recommendation which would be forwarded to the City Council for formal approval.

*Commissioner Loosen moved to recommend Jon Crump be re-elected as Chair, Art Loosen be re-elected as Vice Chair, and John Hughes be elected as representative to the EDA. Commissioner Kelley seconded. Ayes: all.*

**C. Discussion of Planning Commission 2011 Work Plan**

City Administrator Post reviewed the staff report for the Planning Commission. He advised that the City Council held a retreat to set goals for the 2011-2012 year and differed discussion until the Council Liaison report could be given.

**OTHER BUSINESS**

**Council Liaison Report**

Councilmember Skjaret stated that the City Council has met three times in the 2011 year, and the retreat the previous weekend. He stated that Perry's Towing and Elite Auto had been major discussion items. He noted that Perry's Towing was found to be within compliance but would still be adding screening to his site, and stated that Elite Auto is to come back to the City with a plan to bring the property into compliance.

City Administrator Post stated that the plan is to come to him by February 18<sup>th</sup> and would then be presented to the City Council at the first meeting in March. He noted that the Fire Marshal would also need to be contacted to determine if the site is up to date for those regulations as well.

Councilmember Skjaret confirmed that the difference between the two businesses is that one was still operating under the same original conditions, while the other has expanded operations. He believed that Elite Auto was willing to take the necessary steps to bring the property into compliance. He confirmed that the property would then become a legal nonconforming use.

Chair Crump questioned the item of auto sales.

Councilmember Skjaret advised that Elite Auto would still be allowed to have 15 vehicles on display for sale. He stated that the Council has also made liaison appointments and provided the list of liaisons for the Council, noting that he would be the regular Council Liaison for the Planning Commission. He provided an update regarding

the recent retreat and believed the largest item for the year was regarding City and District relations; he summarized the items that would fall under that category. He stated that another item was that the downtown area be a walk-able area and further discussed ideas for that goal. He stated that the next goal was regarding lake quality and noted the items that could be completed to improve the lake. He noted that another goal focused on the parks and possible improvements to the baseball fields.

City Administrator Post noted that improvements are also needed for the tennis courts and believed grant funds may be available to assist with that project.

Councilmember Skjaret stated that for the Planning Commission a focus could be the Virginia Avenue property and the possible purchase during the month of June.

City Administrator Post noted that the fiscal year for the State of Minnesota ends at the end of June and advised that the City could push for sale of the property at that time.

Chair Crump questioned if a discussion for the Planning Commission could be to determine the best option for purchase between the Virginia Avenue property, the Kenny's property, and the Billy's Lighthouse property.

Councilmember Skjaret stated that he would bring that question to the Council. He advised that the Park Commission would also be reviewing the Nelson Lakeside Park and the option to add a fenced in dog park at that location. He stated that the Council developed three projects for the Planning Commission to focus on during 2011 beginning with green zoning ordinances, specifically to incorporate solar, wind, geothermal, and the use of neighborhood resources. He stated that the next goal would be to review outside storage zoning ordinances outside of the B-2 zoning district, and the third goal for the 2011 year is to develop rental and vacant property regulations.

City Administrator Post noted that staff would also be reviewing the land use application to make it more user friendly, which would then be presented to the Planning Commission and City Council.

Councilmember Skjaret stated that at the end of March or April the Mayor would like to host a joint meeting with the City Council, all Commissions, and staff.

### **Commission Member Business**

Commissioner Kelley questioned what would occur if the City were to purchase one of the properties discussed earlier. She suggested a possible community building that could generate revenue, such as a community center.

Chair Crump explained that the City would use the property as a tool for development.

**Staff Business**

City Administrator Post stated that the Virginia Avenue property is current tax exempt, while the Kenny's property and Billy's lighthouse property are not tax exempt and generate tax dollars. He stated that he would be meeting with the Mayor and the public relations firm for the City the following meeting to discuss marketing the City and further implementation. He discussed Elite Auto and possible screening options for the property as well as zoning regulations for the site. He noted that the Council would be meeting the following Tuesday and provided an update for the 2010 year, noting that a number of delinquent taxes were received during 2010. He advised that a park facility use permit was issued the prior week to Marine Max for a national wakeboard competition to occur in August on Long Lake, pending approval from the City Council for a special event permit.

**ADJOURN**

*Commissioner Hughes moved to adjourn the meeting at 7:34 p.m. Commissioner Kelley seconded. Ayes: all.*

Respectfully submitted,

Terry Post  
City Administrator