



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
JUNE 14, 2011**

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Pro-Tempore Loosen.

Present: Committee Members Kelley, Hughes, Loosen, and Stephenson; City Councilmember Goodwin; City Administrator, Terry Post; Planning Consultant, Ann Perry, and City Councilmember Skjaret

Excused Absence: Chair Crump

APPROVE AGENDA

Commissioner Hughes moved to approve the agenda as amended. Commissioner Stephenson seconded. Ayes: all.

CONSENT AGENDA

A. Minutes of the May 10, 2011 Planning Commission Meeting

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

OPEN CORRESPONDENCE

None.

NEW BUSINESS

A. Planning Case #2011-03 Public Hearing and Request for a Conditional Use Permit to Allow Grading for a Single Family Home Building Located within the 1,000 Feet Shoreland Area on property located at 1780 Martha Lane

City Planning Consultant Perry explained that the City requires a conditional use permit for any grading within 1,000 feet of shoreline. She reported that this request would include grading, and noted that demolition of an existing home and construction of a new home would occur on the site. She noted that a similar request was received from a neighboring property, 1776 Martha Lane, the previous year. She advised that staff recommends approval of the request and reviewed the additional items staff would request, including a final grading plan.

Chair Pro-Tempore Loosen opened the public hearing at 6:34 p.m.

The applicant, Amy Dyvik, stated that she and her husband have owned the lot for the past three years and are excited to move into the community and raise their family. She hoped to begin construction in July.

Commissioner Kelley requested additional information regarding an accessory structure.

Ms. Dyvik advised that there is a small playhouse on the property that will be sold and removed from the property.

City Administrator Post advised that Chair Crump was out of the state and submitted comments regarding the agenda items. He advised that for this item Chair Crump would like to see that any trees removed would be replaced.

Chair Pro-Tempore Loosen closed the public hearing at 6:36 p.m.

Commissioner Kelley moved to recommend approval of the conditional use permit for the grading of property located at 1780 Martha Lance based on the findings in the staff report and the conditions noted in the staff report. Commissioner Stephenson seconded. Ayes: all.

B. Planning Case #2011-04 Public Hearing for an Amendment to an Existing Conditional Use Permit and Request for a Conditional Use Permit for an Outdoor Fence (Netting) for the Golf Dome property located at 2465 W. Wayzata Boulevard

City Planning Consultant Perry provided the property location and current zoning. She provided background information regarding the original conditional use permit issued to the property. She explained that the applicant is requesting an amendment to the original conditional use permit to allow construction and installation of the sports boards, as well as a new conditional use permit to allow for an outdoor fence made of netting. She noted that staff cleaned up the language on the original conditional use permit and believes that this use fits within the zoning regulations. She recommended approval of the request subject to the conditions noted in the staff report.

Chair Pro-Tempore Loosen opened the public hearing at 6:45 p.m.

The applicant, Donny Mark, provided information on the type of material used to construct the sports board and noted that the material would be sealed. He hoped the boards would last up to three years, at which point he could purchase new sports boards. He provided additional information on the material that would be used to construct the netting fence and explained that the netting would keep sports balls inside the area.

City Administrator Post questioned if the netting would remain in place year round.

Mr. Mark confirmed that the netting would be left up all year round, as the area would be flooded in the winter for skating and hockey.

Commissioner Stephenson questioned if the area would be lit for night use.

Mr. Mark confirmed that the area would be lit, mainly for winter use, and provided information on the proposed lighting.

City Councilmember Skjaret questioned how spectators would be accommodated.

Mr. Mark advised that there are movable bleachers that could be moved inside the dome in the winter.

Commissioner Loosen questioned if banner usage would be planned.

Mr. Mark stated that advertising banners could be used within the boards.

City Planning Consultant Perry noted that type of signage is not mentioned in the ordinance and advised that the language could be amended prior to installation.

Commissioner Kelley stated that her only concern was maintenance, to ensure that the materials are kept aesthetically pleasing.

Commissioner Stephenson echoed that concern and also wanted to ensure that any maintenance issues were quickly addressed.

Commissioner Hughes commented that the customer market would also factor on sports boards maintenance, as sports teams would want nice boards.

City Councilmember Skjaret was pleased that the area was being cleaned up for use and would bring in additional people to the City.

Chair Pro-Tempore Loosen closed the public hearing at 6:51 p.m.

Chair Pro-Tempore Loosen moved to recommend approval of the amendment to the existing conditional use permit for the Golf Dome property located at 2465 W. Wayzata Blvd, based on the findings in the staff report and the conditions noted in the staff report. Commissioner Stephenson seconded. Ayes: all.

Chair Pro-Tempore Loosen moved to recommend approval of the conditional use permit for an outdoor fence (netting) for the Golf Dome property located at 2465 W. Wayzata Blvd, based on the findings in the staff report and the conditions noted in the staff report. Commissioner Stephenson seconded. Ayes: all.

C. Public Hearing and Consideration to Amend the Long Lake Zoning Ordinance to Allow Marine Repair and Service in the I-1 Zoning District

City Administrator Post reported that this request is City initiated and is not pertinent to a specific property but is in anticipation of the possible Tonka Auto and Marine business.

City Planning Consultant Perry advised that she reviewed the ordinances of neighboring communities to develop the ordinance language and noted that this change would apply to the entire I-1 zoning district. She briefly reviewed the proposed ordinance language and highlighted items such as storage. She stated that marine service and storage could also be allowed under a conditional use permit rather than allowing the service throughout the entire zoning district.

City Administrator Post read a statement submitted by Kevin Krolcheck, Dalbec Roofing, stating that he does not have an issue with storage of boats in the zoning district. He also read a statement from Cliff Otten questioning if similar use would be allowed on his property which adjoins the Tonka Auto Body and Marine site.

Chair Pro-Tempore Loosen stated that he would favor the use of a conditional use permit for this type of service.

Chair Pro-Tempore Loosen opened the public hearing at 7:02 p.m.

Kelli Gillespie explained that Tonka Auto and Marine has relocated to the City of Long Lake and noted that the location in Long Lake has an ideal layout for the business. She noted that boat storage would occur seasonally and advised that inoperable boats would not loiter around the property as those boats would be serviced as soon as possible. She advised that the new building in Long Lake is smaller than the previous location and explained that things are still being organized on the property. She submitted letters of support from other business owners.

City Administrator Post provided information regarding outside storage and the allowable area, which could not exceed 25 percent of the property.

Ms. Gillespie displayed an aerial photo of the property and further discussed outside storage. She stated that it may be tricky to fit the boats stored outside within 25 percent of the property. She stated that her longtime goal would be to construct another facility on the property which could house additional indoor storage.

City Planning Consultant Perry confirmed that this case could come back as an applicant to request a conditional use permit.

City Councilmember Skjaret confirmed that this ordinance would allow for marine storage and service. He confirmed that in the case of Tonka Auto and Marine, they could submit an application for a conditional use permit for the property which could address the other issues specific to the business.

Chair Pro-Tempore Loosen stated that he was unsure on the proposed fence height.

City Planning Consultant Perry explained that the current ordinance language specifies up to eight feet for screening. She confirmed that the Commission would not recommend increasing the height for screening.

Chair Pro-Tempore Loosen closed the public hearing at 7:38 p.m.

City Planning Consultant Perry noted that she would like to add "minor repair" to the proposed ordinance language.

Commissioner Hughes moved to recommend approval of the proposed zoning ordinance amendments pertaining to marine repair and services, based on the findings in the staff report and the conditions noted in the staff report. Commissioner Stephenson seconded. Ayes: all.

D. Amendments to Long Lake Zoning Ordinance Pertaining to Variances

City Planning Consultant Perry provided background information regarding variances in the past year and the rulings from the State Supreme Court. She explained that the State legislature has amended the variance ruling, reverting that back towards the original variance information cities had been using. She explained that she has amended the ordinance language to reflect the changes from the State.

Chair Pro-Tempore Loosen opened the public hearing at 7:42 p.m.

No comments were made.

Chair Pro-Tempore Loosen closed the public hearing at 7:42 p.m.

City Councilmember Skjaret requested a grammatical change, removing "exceptional".

Commissioner Kelley moved to recommend approval of proposed zoning ordinance amendments pertaining to variances, based on the findings in the staff report and the conditions noted in the staff report. Commissioner Hughes seconded. Ayes: all.

E. Annual Review of Conditional Use Permits Approved by the City

City Planning Consultant Perry noted that the ordinance requires that all conditional use permits be reviewed annually by the second meeting in June. She explained the process for review and noted that she toured all the conditional use permit properties and believed all of the conditions were being upheld.

F. Preliminary Recommendations to Amend the Long Lake Zoning Ordinance to Permit Certain "Green Technology" Applications

City Administrator Perry reported that the Green Technology Sub-Committee has been meeting with City Planning Consultant Perry to craft the ordinance language. He noted that should the Planning Commission approve of the proposed ordinance language it could be discussed at a joint worksession meeting with the Commission and the City Council the following Tuesday, June 21, 2011, at 5:30 p.m.

City Planning Consultant Perry summarized items that had been discussed by the Sub-Committee.

Commissioner Hughes stated that he was opposed to freestanding solar panels being used in the front or back yards.

Commissioner Stephenson stated that he would not have a problem with not allowing freestanding panels in the front or back yard as well.

City Councilmember questioned the difference between an accessory building and a freestanding solar panel.

City Planning Consultant Perry suggested the use of a conditional use permit for freestanding solar panels.

Chair Pro-Tempore Loosen confirmed that these are preliminary recommendations and could be debated further at the worksession the following Tuesday. He stated that he would also not be opposed to not allowing freestanding solar panels in the front or back yard.

Chair Pro-Tempore Loosen moved to recommend approval of the preliminary recommendations to amend the Long Lake zoning ordinance to permit certain "green technology" based on the findings in the staff report and the conditions noted in the staff report, amending the freestanding solar panels section to state that they are not allowed. Commissioner Hughes seconded. Ayes: all.

OTHER BUSINESS

Council Liaison Report

Councilmember Skjaret provided an update of the previous Council meeting including an application from Tonka Auto and Marine for a larger temporary sign and a presentation from Orono High School students regarding tobacco free parks. He referenced a memo from City Administrator Post regarding the amount of traffic coming through town and noted that the car traffic had increased. He reminded the Commission that Summerfest would take place June 21st through June 25th and invited everyone to come to the event.

Commission Member Business

Chair Pro-Tempore Loosen questioned the progress regarding a possible dog park.

City Administrator Post advised of a possible location that could work for the dog park is being studied by the Park Board. He confirmed that the Park Board continues to discuss this item.

Chair Pro-Tempore Loosen asked that expired sign ordinance information from neighboring communities be reviewed and provided at the next Commission meeting.

Commissioner Stephenson confirmed that the next priority for the Commission, following green technologies, would be rental properties.

Staff Business

City Administrator Post provided an update on the two most noticeable vacant properties in the City, Billy's Lighthouse and Kenny's Market.

ADJOURN

Chair Pro-Tempore Loosen moved to adjourn the meeting at 8:12 p.m. Commissioner Hughes seconded. Ayes: all.

Respectfully submitted,

Terry Post
City Administrator