



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
October 10, 2011**

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Crump.

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

Absent: None.

APPROVE AGENDA

Commissioner Loosen moved to approve the agenda as presented. Commissioner Hughes seconded. Ayes: all.

CONSENT AGENDA

A. Minutes of the August 9, 2011 Planning Commission Meeting

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

OPEN CORRESPONDENCE

None.

NEW BUSINESS

A. Discussion by Subcommittee Regarding Developing Recommendations for the City Council Regarding the Development of a Rental Housing Ordinance

City Administrator Post explained that no action is required for this item as this is meant to be for discussion only. He provided background information regarding the Subcommittee which was developed to study and discuss possible rental housing regulations; noting that the Subcommittee met on August 29th and September 13th for that purpose. He stated that the City Council also discussed possible regulations at an October 4th work session and consensus was reached to support a registration versus a licensing approach.

Commissioner Kelley stated that she is a member of the Subcommittee and also attended the Council work session on October 4th. She favors a phased approach and explained that the first phase would be to gather the information through the registration of rental properties. She noted that licensing could be introduced during future phases, if desired.

City Administrator Post indicated that the Council would not like to penalize residents, or property owners, and was in favor of a voluntary registration process. He noted that there are some cases in which the property owner and utility billing name do not match and, in most cases, results in a rental property. He stated that rental properties could be determined in other manners as well, such as obtaining information from Hennepin County Property Records regarding properties which are homesteaded.

Chair Crump provided examples which would be difficult to track, such as a mother-in-law type rental unit.

Commissioner Stephenson stated that he would be in favor of excluding owner-occupied residences which have renters, such as mother-in-law type units, and would be in favor of including duplex properties which have renters in both units of the property.

Commissioner Kelley believed the next step would be for staff to develop a draft ordinance and registration process.
is changed.

Councilmember Skjaret stated that he believed the City would be surprised by the number of rental housing units within the City. He believed that this process would be beneficial because the property owner would be identified and could be notified if there is a health or safety hazard.

Chair Crump questioned if City Planning Consultant Perry would be drafting the ordinance.

City Administrator Post stated that the City Attorney and his staff would be utilized to develop the draft ordinance. He suggested that the Subcommittee thoroughly review the ordinance used by the City of Apple Valley to determine which items should be included or excluded from the Long Lake draft ordinance. He asked that the information be submitted to him by the following Friday, October 20th, so the City Attorney would have sufficient time to complete the draft ordinance prior to the next meeting of the Planning Commission.

The Subcommittee also scheduled their next meeting for Tuesday, October 18, 2011 at 7:00 PM, or after the conclusion of the regular Council meeting on that same evening.

OTHER BUSINESS

Council Liaison Report

Councilmember Skjaret reported that at the council meeting held on September 20th an update was provided to the Council from an LMCC representative, noting that the LMCC did not vote in favor of continuing on with a feasibility study for a fiber optic internet network and advised that project is currently suspended. He provided an update on other Council business including support for the aquatic invasive species pilot project from the Minnehaha Creek Watershed District; an update from the Fire Chief, noting five new paid on call firefighter hires that began with the department; and adoption of a comprehensive updated City Water Resources Management Plan regarding water quality and phosphorus reduction; and he also noted that a member of the Council and a representative from the MCWD would be researching the ability to obtain grants for water quality and TMDL reduction projects.

Commission Member Business

Councilmember Hughes questioned if the City was contacted in regard to the safety of Highway 12, near the bypass.

City Administrator Post confirmed that members of City staff, officials from MnDOT, other area Police Departments and the Highway Patrol recently met to discuss the recent accidents on the bypass. He provided an update of the discussion which occurred at that meeting, including safety features which could be added next year, including as centerline rumble strips and brighter lane striping.

Chair Crump provided information regarding the spread of zebra mussels and questioned how costly it would be to install a hot water spray station at the boat landing. He explained that the hot water kills the zebra mussels and would help to stop the spread.

City Administrator Post stated that approach was not discussed at the recent Council meeting attended by the MCWD Administrator, but suggested that the Park Board could possibly explore this method. He believed that the city of Minnetonka has such a station at the Gray's Bay boat launch site and noted that he could speak with their city staff to discuss the particulars.

Staff Business

City Administrator Post stated that the wheels are moving, although slowly, regarding the turn back process for Wayzata Boulevard, CSAH 112, noting that Hennepin County has begun a project planning RFP process. He briefly provided information regarding possible cooperation between Long Lake and Wayzata. He noted that Wayzata would like to park, and store, vehicles and equipment in available space in Long Lake and in return Wayzata could share equipment and services, such as downtown snow blowing for more efficient removal.

ADJOURN

Commissioner Loosen moved to adjourn the meeting at 7:10 p.m. Commissioner Kelley seconded. Ayes: all.

Respectfully submitted,

Terry Post
City Administrator