



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
JUNE 10, 2014**

CALL TO ORDER

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

Present: Commission Members Adams, Erickson, Hughes, and Jerde; City Administrator, Scott Weske; and Mayor Tim Hultmann.

Absent: None.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA

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

CONSENT AGENDA

A. Minutes of the May 13, 2014 Planning Commission Meeting

Mayor Hultmann referenced the Council Liaison Report and his comments regarding the City of Wayzata and explained that Wayzata has a rental policy regarding the registration of rental properties, which provides the City with a method to reach the correct party in case of incident. He referenced page three, it should state, "Rental Property Ordinance not vacant building...and also...business to Wayzata Long Lake."

Commissioner Adams moved to approve the Consent Agenda as amended. Commissioner Jerde seconded. Ayes: all.

OPEN CORRESPONDENCE

None.

NEW BUSINESS

A. Discussion Regarding Securing and Registration of Vacant Buildings Ordinance – Identify Model Ordinance, Determine Priorities and Questions to be Addressed

Chair Erickson noted that Ordinances from other metro cities were included in the Commission packet for review.

City Administrator Weske explained that the properties would be required to register each year so that the City is able to track the vacant buildings.

Commissioner Jerde asked for additional information regarding enforcement.

City Administrator Weske explained that the first step would be to review the Ordinances and determine which aspects would apply in Long Lake and which would not fit for the City. He noted that the registration fee would also need to be determined, based on the amount of staff time that would be needed to manage the program. He discussed the possibility that the City would need to demolish a building and the cost that could be associated with that. He did not believe that situation would occur in Long Lake but explained that there has to be some drive for the vacant building owners to maintain or sell their property to prevent a situation where someone holds onto a property until the value increases without maintaining the property.

Commissioner Jerde questioned how the registration fee is determined in other cities.

City Administrator Weske explained that the fee is usually set in a range, which is on the radar for property owners to avoid the property owner holding the property vacant. He noted that most cities set a straight fee that does not depend on property value. He referenced the Ordinance used by the City of Princeton and noted that Ordinance references State Statute and believed that could be a good template to use, explaining that the City will still need to review the details in order to find the best fit. He noted that there also should be a penalty for not registering, referencing the small amount of dogs that are registered within the City.

Commissioner Adams stated that he would not want to see the fee be punitive and believed that the fee should correctly cover the costs of staff time. He stated that he would use the Princeton Ordinance as a model as he believed that Long Lake more accurately compares to that city rather than Minneapolis. He believed that a policy of findings should also be created. He noted that this Ordinance is being developed for health and safety of the general public, referencing the Billy's building which is in dire need attention. He stated that he does not have the same issue with nicely maintained retail buildings.

City Administrator Weske noted that triggers could be created that would differentiate between nicely maintained retail buildings and dilapidated vacant buildings. He noted that realtors or property owners could provide specs on the property which the City could have available when they receive calls from interested parties looking for property within Long Lake. He also referenced collaborative redevelopment efforts that could occur with the EDA.

Chairperson Erickson noted that in some instances interest in a parcel increases when a dilapidated structure is removed and developers are more able to see what could be done on the parcel.

City Administrator Weske asked that the Commissioners review the Ordinances and provide input on which portions of the Ordinances they believed would be a good fit for Long Lake

and which portions they feel would not fit well within the city. He noted that staff could then develop a draft Ordinance for the Commission to review and provide further input on.

Commissioner Adams stated that he does not have experience in implementing a brand new Ordinance and questioned the type of notification that would occur.

City Administrator Weske noted that City Planning Consultant/Interim Zoning Administrator Lewis could provide input on the notification aspects.

OTHER BUSINESS

Council Liaison Report

Mayor Hultmann referenced the issue of I&I which was discussed at a recent meeting he attended by the League of Minnesota Cities and the recent activity in which sewage was dumped into Lake Minnetonka. He stated that each city provide a budget to the County in September but does not know what the Metropolitan Council will charge until October, which creates difficulty in the budgeting process.

Commission Member Business

Commissioner Jerde noted that she will not be present at the July Commission meeting.

Commissioner Adams advised of upcoming activities that will take place this weekend in Long Lake and Orono.

Commissioner Hughes referenced the carwashes that take place and it was confirmed that staff would speak with those organizations to ensure they are following the correct safety procedures.

Staff Business

City Administrator Weske had nothing further to report.

ADJOURN

Commissioner Hughes moved to adjourn the meeting at 7:18 p.m. Commissioner Adams seconded. Ayes: all.

Respectfully submitted,

Scott Weske
City Administrator