



**CITY OF LONG LAKE  
PLANNING COMMISSION MEETING MINUTES  
FEBRUARY 10, 2015**

**OATH OF OFFICE**

City Administrator Weske administered the Oath of Office to new Commission Member Steve Keating.

**CALL TO ORDER**

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

Present: Commission Members Adams, Erickson, Jerde, and Keating; City Administrator, Scott Weske; and Planning Consultant Breanne Rothstein.

Absent: Commission Member Hughes.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**APPROVE AGENDA**

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

**CONSENT AGENDA**

**A. Minutes of the January 13, 2015 Planning Commission Meeting**

Chairperson Erickson referenced a comment he made on page two regarding an overhead power line. He stated that he visited the site the day following the meeting and noticed that one line had been removed and the remaining line runs to a light on the property near an accessory building.

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

**OPEN CORRESPONDENCE**

None.

**NEW BUSINESS**

**A. Public Hearing: Planning Case #2015-01/Birch's on the Lake, 1310 West Wayzata Boulevard, Request for Variances to Located Parking within Bluff Impact Zone and to Exceed Maximum 30 Percent Hard Cover**

City Planning Consultant Rothstein provided background information, noting that the Planning Commission considered four land use applications regarding this applicant at the January meeting. She stated that a public hearing was held and the Commission recommended approval of the requests. She stated that a revised Site Plan has been submitted which incorporates the comments made by the Planning Commission, and County, noting that this Plan will be forwarded to the Council. She stated that two variances are being requested which require a public hearing. She presented the first variance request for 49 percent hardcover on the site, noting that the B-3 lakeshore district allows a 30 percent maximum hardcover. She explained that the applicant will be reducing the existing hardcover on the site but the maximum will still be exceeded. She presented the second variance request to allow an encroachment into the bluff impact zone. She stated that the proposed parking area will encroach into the bluff impact zone by 4.5 feet. She reviewed the criteria the Commission must consider when reviewing a variance request. She stated that staff is recommending approval of the variance for encroachment into the bluff impact zone, subject to two conditions related to stormwater management and stabilization. She stated that staff also recommends approval of the variance for the hardcover variance subject to four conditions related to stormwater and maintenance. She stated that if the Commission recommends approval of the requests, the items will move forward to the City Council to consider at their meeting the following week.

Commissioner Keating referenced the footprint of the parking lot and questioned if that will change from what was in existence or whether this would be an addition to that parking lot.

Planning Consultant Rothstein replied that the existing parking lot is changing and the overall hardcover will be reduced.

Chairperson Erickson opened the public hearing.

Phil Ordway, spoke in representation of the ownership of the property, and stated that the full design team is present should questions arise. Members of the team introduced themselves.

Commissioner Adams questioned if the proposed sign will meet the requirements of the ordinance. It was confirmed that the sign will meet the ordinance requirements.

A resident questioned if the rowing club will structure would be removed. It was noted that the applicant has met with members of the rowing club and plans to work together to figure out how the club can remain there. It was noted that ultimately the fenced in structure will be removed as it occupies too many parking stalls.

The applicant displayed a draft version of the proposed sign and described the aesthetic and materials that will be used.

Commissioner Jerde questioned the size of rock that will be used. It was noted that the rock will be organic and will be different sized.

Commissioner Adams noted that this revised Plan includes a dock, which he liked.

Chairperson Erickson stated that he was very impressed with the description of the sign and lighting of the sign.

Chairperson Erickson closed the public hearing.

Commissioner Jerde questioned if there is or are plans for a fence along Tealwood. It was noted that there are no plans to install a fence in that area but there will be landscaping and/or trees in that area.

*Commissioner Adams moved to recommend that the City Council approve a variance to located parking within a bluff impact zone on the property located at 1310 West Wayzata Boulevard with the findings of fact noted in the staff memorandum and expressed at the February 10, 2015 Planning Commission meeting, subject to the following conditions:*

- 1. Submitting a revised landscaping plan to show enhanced stabilization plantings along the bluff and within the bluff impact zone.*
- 2. Submitting a revised utility plan to show City approved permanent riprap stabilization at the three site outlets to the existing bluff.*

*Commissioner Jerde seconded. Ayes: all.*

*Commissioner Keating moved to recommend that the City Council approve a variance to the maximum 30 percent hard cover to allow for 49.6 percent hard cover on the property located at 1310 West Wayzata Boulevard with the findings of fact noted in the staff memorandum and expressed at the February 10, 2015 Planning Commission meeting, subject to the following conditions:*

- 1. Submitting a revised landscaping plan to show enhanced stabilization plantings along the bluff and within the bluff impact zone.*
- 2. Recording a maintenance agreement with the City for all stormwater management features.*
- 3. Recording a drainage and utility easement with the County that covers all stormwater management features and access to all features. This shall be approved by the City Engineer prior to recording.*
- 4. Submitting a revised utility plan to show a City Engineer approved sediment reduction BMP at both the northeast and northwest storm sewer inlets.*

*Commissioner Adams seconded. Ayes: all.*

**B. Recommendation to City Council for 2015 Planning Commission Chair and Chair Pro-Tem Appointments**

Chairperson Erickson stated that the Planning Commission must recommend appointments for the Chair and Chair Pro-Tem positions on an annual basis. He stated that he would be interested in continuing as Chair.

*Commissioner Adams moved to recommend that the City Council appoint Bob Erickson as Chair of the Planning Commission for 2015. Commissioner Jerde seconded. Ayes: all.*

*Chairperson Erickson moved to recommend that the City Council appoint Roger Adams as Chair Pro-Tem of the Planning Commission for 2015. Commissioner Jerde seconded. Ayes: all.*

## **OTHER BUSINESS**

### **Council Liaison Report**

There was no report.

### **Commission Member Business**

Chairperson Erickson stated that it is a pleasure to see the application discussed tonight move forward.

### **Staff Business**

City Administrator Weske had nothing further to report.

Planning Consultant Rothstein reported that WSB will be hosting Planning 101 in Golden Valley on March 7<sup>th</sup> from 9:00 a.m. to noon, noting that the course is a free training session for any City staff member or Commission or Councilmember who is interested in learning more information.

## **ADJOURN**

*Commissioner Jerde moved to adjourn the meeting at 7:19 p.m. Commissioner Adams seconded. Ayes: all.*

Respectfully submitted,

Scott Weske  
City Administrator