



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
October 13, 2015**

CALL TO ORDER

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

Present: Commission Members Adams, Erickson, Hughes, and Keating;
City Planning Consultant Addison Lewis.

Absent: City Administrator Weske; Commissioner Michelle Jerde

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA

*Commissioner Keating moved to approve the agenda. Commissioner Adams seconded.
Ayes: all.*

CONSENT AGENDA

A. Minutes of the July 14, 2015 Planning Commission Meeting

Noted changes: Replace the first sentence with a replacement sentence.

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

OPEN CORRESPONDENCE

None.

NEW BUSINESS

**A. Public Hearing: Planning Case #2015-07/Application for a Minor
Subdivision of Property located at 292 Heather Lane, Theodore and Jacquelyn
Olson.**

City Planning Consultant Lewis presented. He explained the property in question is zoned R-1 Single Family Residential and contains a single family home. It is located within the Shoreland district, as it is within 1,000 feet of the ordinary high water level of Long Lake. The property owner wishes to split the existing lot into two residential lots. He added the property was originally platted as two lots; however, the property owner had them combined years ago for tax purposes. It is now one tax parcel; however, two certificates of title exist at the Hennepin County Registrar of Titles Office. The request now is to uncombined the lots according to the original plat. With the proposed uncombination of the lots, the existing home would meet the required side year setback from the new lot line. The attached lot

(Lot 4) has never been developed and contains natural vegetation and numerous mature trees. The property owner wishes to uncombine the lots with the intent of selling the attached lot as a developable lot for a new single family home. He added the request is consistent with the comprehensive plan and the proposed lots appear to be consistent in size and density of the other lots in the neighborhood. Additionally, the property owner has no plans to develop Lot 4.

Chair Erickson opened the public hearing at 6:43 p.m.

Neighbor Bruce Sweere owns one of three properties that touch the two lots in question. He asked if his property will be affected in any way if the minor subdivision is approved. Planner Lewis said no – there would be no affect and if there was development on the land at a later date, there would be another review process and public hearing.

Neighbor Sarah Dore stated her biggest concern is house flooding that has occurred with many homes in the neighborhood. With the potential of trees removed or topsoil removed from the adjacent lot, there will be a concern. Another concern is tree preservation.

The owner noted he has never had flooding in his home in the last 50 years; however, he does endorse their concerns.

Ms. Dore also asked at what point trees would be cleared from the lot. Planner Lewis stated there could be a proposal for trees to be removed at a later date; however, that would involve another public hearing before any action would be taken. He added that public hearing notices would go to all neighbors at that time - if that were to happen.

Commissioner Adams noted that neighbors could request an engineer drainage plan to assure that no additional water would run toward the neighbor's homes.

Chair Erickson asked if there is a storm sewer in the street, in this neighborhood. Ms. Dore said yes, but it gets backed up from time to time.

Chair Erickson closed the public hearing at 6: 53 p.m.

City Staff recommended that the Planning Commission adopt a resolution to approve a minor subdivision of property located at 292 Heather Lane, with the following conditions:

1. A ten-foot drainage and utility easement (five feet on each side) be dedicated along the new lot line dividing the two lots.

Commissioner Adams moved to recommend adoption of the resolution.

Commissioner Hughes seconded. Ayes: all.

B. Public Hearing: Planning Case #2015-08/Conditional Use Permit to Allow for Grading and Filling in a Shoreland Area at 1790 Martha Lane, Renee Axelson.

City Planning Consultant Lewis presented the case. He stated the property owner wishes to tear down the existing single family home for the purposes of constructing a new 4

bedroom/3.5 bathroom single-family home on the lot. The proposed home complies with all setback, height and impervious requirements in City code. The subject property is located in the R-2 Lakeshore Single Family Residential District, which is regulated by Section 8 of the Long Lake zoning ordinance, which states that *"grading and filling in shoreland areas or any alterations of the natural topography where the slope of the land is toward a public water or a watercourse leading to a public water must be authorized by a conditional use permit (CUP)."*

He also noted that all criteria has been met on the CUP and is consistent with the Comprehensive Plan. He proceeded to review the trees to be removed on the lot, noting that several trees would be removed to allow for increased visibility of the home from the lake. He stated the Planning Commission should consider whether the proposal to remove 14 trees is appropriate and whether any replacement trees should be required as part of any approval of the requested CUP. Additionally, as required by City Code, notice of the public hearing was sent to the MN Department of Natural Resources Division of Waters Regional Hydrologist. The DNR responded stating that it has no comments on this project.

Chair Erickson opened the public hearing at 7:10 p.m.

The next door neighbor (uncertain of name) noted he came to the public hearing to see the plan. He stated it looks beautiful and while he is sad they will remove 14 trees, he understands, since he himself has had to do the same when several of his trees fell on his home earlier this year. He added it is a balance.

Mr. Axelson, property owner, stated some fencing will be removed; however, the neighbor's fence will remain.

Chair Erickson closed the public hearing at 7:12 p.m.

City Staff recommend the adoption of a resolution to approve a conditional use permit (CUP) to allow for grading and filling in a shoreland area for the property located at 1790 Martha Lane with the following conditions:

1. Final proposed grades will be reviewed by the City Engineer with the building permit application.
2. The applicant shall provide the City a copy of applicable Minnehaha Creek Watershed District permits prior to beginning land disturbing activities.
3. The applicant must provide a detailed plan and/or narrative to be reviewed by the City Engineer prior to building permit issuance describing the Best Management Practices that will be incorporated in the development to reduce runoff volume and improve water quality.
4. The smallest amount of bare ground is exposed for as short a time as feasible.
5. Temporary ground cover, such as mulch, is used and permanent ground cover, such as sod is planted.
6. Methods to prevent erosion and trap sediment are employed; and
7. Fill is stabilized to accepted engineering standards.

Commission Keating made a motion to adopt the above resolution as stated. Commissioner Adams seconded. Ayes: all.

OTHER BUSINESS

Council Liaison Report

Councilmember Dyvik updated the Planning Commission on the following items:

- Turnback - He stated at the last City Council meeting it was decided to utilize the two lane option, especially since the area businesses felt this would allow customer access.
- He noted that the Park Board is looking at new playground equipment for the local park. Concepts will be reviewed and costs considered, while grants are available and some budget is also available to cover costs of the proposed project. Additionally Long Lake Rotary and Lions groups will be contacted to help with project costs.
- Overview of road project – the City Council recommends improvements of Water Tower Road, including a new surface. This project will be presented at the public improvement hearing on Oct 20.
- Birch's on the Lake – the supper club has opened and is doing well. There are some parking issues, and there are a few less parking spots, which will need to be addressed at some point.
- EDA – The focus in recent weeks has been to look at policies and standards and create a formal process for applicants. This will help City Council and Planning Commission know what's planned, and what is funded.
- Open to Business – this is a county service Long Lake has retained for businesses. It is a metropolitan consortium of community developers, which helps businesses with advertising, web development, and is a free service.

Commission Member Business

Chair Erickson distributed information from the Long Lake City website about the Planning Commission and noted this is a helpful refresher on what the Planning Commission's role and responsibility is to the City.

Staff Business

None.

ADJOURN

Commissioner Keating moved to adjourn the meeting at 7:22 p.m. Commissioner Adams seconded. Ayes: all.

Respectfully submitted,

Scott Weske
City Administrator