



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
NOVEMBER 16, 2010**

CALL TO ORDER

The meeting was called to order at 6:38 p.m. by Chair Crump.

Present: Committee Members Hultmann, Crump, Skjaret, Hughes and Loosen; City Councilmember Carpenter; City Administrator Post.

Absent: None.

APPROVE AGENDA

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

CONSENT AGENDA

A. Minutes of the October 12, 2010 Planning Commission Meeting

Commissioner Loosen moved to approve the Consent Agenda as presented. Commissioner Hultmann seconded. Ayes: all.

OPEN CORRESPONDENCE

None.

NEW BUSINESS

A. Continued Discussion Regarding Outside Storage and Display of Materials Accessory to Permitted Uses

City Administrator Post reviewed the staff report for the Planning Commission. He advised that the City Council has directed the Planning Commission to research the options for allowing outside storage as well as a system of checks and balances, such as the possible use of a conditional use permit as a control mechanism.

City Planning Consultant Perry reviewed the ordinance requirements in existence for outside storage for each of the zoning districts. She commented that typically outside storage is very different between the commercial and industrial zoning districts. She also believed that the Commission should discuss how to deal with existing allowed outside

storage if the use of a conditional use permit is required, as those properties with existing outside storage would be nonconforming if a CUP is required. She reviewed the discussion items that the Commission should consider.

Chair Crump stated that there is a difference between outside retail and outside storage. He believed that the issue was regarding outdoor retail and also believed that outdoor retail could be beneficial to other businesses in Long Lake.

Councilmember Carpenter confirmed that the Council was focusing on outdoor retail.

Commissioner Hultmann provided examples of outdoor storage and outdoor retail within the community but also believed the discussion should focus on outdoor retail as that is what the request from proposed True Value hardware store centered around.

Commissioner Loosen stated that he believed that the existing regulations for outdoor storage within the industrial zone were sufficient at this time.

Chair Crump commented that outdoor retail could benefit many businesses in the City.

City Planning Consultant Perry clarified that the desire of the Planning Commission was to focus on outdoor retail. She stated that the True Valu store would possibly be interested in outdoor storage as well for bulk type items.

Chair Crump stated that he was unclear if the business was requesting outdoor storage but believed that if outdoor storage was desired it should follow the same requirements of the industrial zone.

Commissioner Hultmann confirmed that items not in a screened or secured area would be brought in at night, such as lawnmowers placed on the front walk.

Commissioner Skjaret questioned if the outdoor retail regulations would also apply to the industrial zone.

Chair Crump advised that different regulations, such as the use of a chain link fence could be used in the industrial zone but would not be appropriate in the commercial zone.

The Commission agreed that, ultimately, the outdoor retail regulations should be made available to the commercial and industrial zones without the use of a conditional use permit.

Chair Crump suggested limitations that would trigger the use of a conditional use permit.

Commissioner Skjaret agreed that a limitation could be set which would allow outdoor retail to any business in the commercial or industrial zones, but should that size be exceeded a conditional use permit would be required and could be obtained for a set period of time.

Chair Crump stated that the ordinance should be clear that the outdoor retail and outdoor storage cannot take up any parking stalls. He suggested a possible limit for vehicles, such as larger than a lawn tractor but smaller than a smart car, which would allow for situations such as the scooter store.

Councilmember Carpenter stated that, in his opinion, three variables come into play: whether the item is brought into the store at night, whether the outdoor items exceed the size limit, and whether there is usable space. He questioned if Super America would have to be brought into compliance.

Chair Crump stated that Super America has been noncompliant for some time and is using the power of their corporate lawyers to fight against the ordinances of the City.

Commissioner Hultmann stated that he believed that outdoor storage should be allowed as requested by True Value, as the size would be limited. He compared the requested storage to that of Super America, which although is nonconforming, continues to store materials outdoors. He stated that it would be an undue hardship to require screening on outdoor storage.

Commissioner Skjaret suggested setting a time limit which would require outdoor storage items to be brought into a secured area at closing time. He commented that Super America does not close and therefore would no longer be nonconforming.

City Planning Consultant Perry suggested that this should first focus on the B2 zoning district. She advised that the other zoning districts could be discussed at a later time as it may require several meetings to discuss the other businesses which would be affected by the changes.

Commissioner Skjaret commented that the amount of seasonal storage at Super America may exceed the size limitation discussed.

Chair Crump suggested the use of location proximity, such as outdoor storage could not be located more than 'X' feet away from the building.

City Planning Consultant Perry confirmed that these ordinance regulations would only apply to the B2 zoning district and reviewed the suggested requirements provided by the Commission.

City Administrator Post commented that he would believe that all items that True Value would have as outdoor storage would be considered outdoor retail because all of those items would be available for sale and would not be true storage items. He believed that in the B2 zoning district there would not be a distinction between outdoor storage and outdoor retail as all the items likely would be available for sale.

City Planning Consultant Perry stated that many other communities define the term as outdoor display in the retail zone.

City Administrator Post questioned the next step that True Value would take after this item is drafted by City Planning Consultant Perry, reviewed by the Commission and then reviewed by the Council.

Chair Crump stated that he believed that the next step for True Value would be an administrative permit if these regulations were passed through ordinance. He confirmed that the direction for City Planning Consultant Perry would be to draft a zoning ordinance for the B2 zoning district which would apply to outdoor retail only and summarized the items that the Commission reached consensus on regarding regulations.

Councilmember Carpenter questioned if additional outdoor retail would be allowed if screened as opposed to outdoor retail that is left on the sidewalk and not brought in at night.

Chair Crump asked City Planning Consultant Perry to draft language which would allow for a higher ratio of outdoor retail if screened at the suggested rate and a lower rate for outdoor retail that is not screened or brought in at closing time.

City Administrator Post confirmed that additional outdoor retail display square footage would be available through the use of a conditional use permit as well.

B. Discussion Regarding Livable Communities Act Zoning Tools

City Administrator Post reviewed the staff report for the Planning Commission. He noted that the City Council recently adopted a resolution to continue participation in the Livable Communities Act with the Metropolitan Council. He advised that, as a part of that process, a City should review its zoning ordinances to determine if amendments could be made to the ordinances which would further assist in that type of housing.

City Planning Consultant Perry advised that this would also tie in with the comprehensive plan process, and summarized the conclusions that were reached during that planning process. She advised that she did not see anything in the zoning tools which would prohibit affordable or life cycle housing and instead believed that the current housing market is what would prohibit additional building. She advised that in terms of fees she believed that Long Lake fell in with the average of the Metro area and did not see anything that would prohibit that type of housing.

Chair Crump was unsure if the zoning regulations would allow for a secondary home on a lot to be rented.

City Planning Consultant Perry advised that a secondary home would not be allowed for rent but advised that a mother-in-law type apartment over a garage would be allowed to rent.

Commissioner Hultmann advised that there are certain areas in the City which have defined duplexes and others which have a single home on the property with a walkout type level which is currently rented to another person or family. He advised that type of situation has helped some residents in this economy and the neighbors have not complained nor have there been a surplus of cars parked at those homes.

Commissioner Skjaret stated that if this review is being done on a long-term basis there could be some suggestion for life cycle housing, and commented that the funeral home location could be used for senior housing. He was unsure if there was anything that could be done to encourage a developer to build life cycle housing.

City Administrator Post commented that the only markets which seem to be doing well in this market are senior housing and apartment-type housing.

OTHER BUSINESS

Council Liaison Report

Councilmember Carpenter reported that at the previous City Council meeting a motion was passed approving a legal agreement with would provide the City with both civil and prosecuting legal services as of January 1, 2011. He advised that the Council also discussed a city mapping update, which would include the ability to locate public works amenities and properties on a digital map. He stated that the Council also discussed that two positions would need to be filled on the Planning Commission and advertisement for those positions would begin immediately.

Commission Member Business

Commissioner Hultmann asked that all Commissioners encourage interested residents to apply for the available positions on the Planning or Park Commissions.

Commissioner Skjaret stated that he is currently a representative to the EDA from the Planning Commission and noted that position would need to be filled by another member of the Planning Commission, as he will be moving to the City Council.

Staff Business

City Administrator Post stated that the final phase two marketing recommendations made by the EDA were approved by the City Council at the last meeting. He noted that one recommendation had already been put into action. He advised that staff is currently researching new software to use for the City website as the current software is no longer being supported. He stated that historically the Planning Commission has held an end of the year volunteer appreciation dinner prior to the December meeting and questioned if the Commission would like to continue this. He advised that, in the distant past, the dinner was at a restaurant, but in recent years food has been catered in buffet style.

Chair Crump stated that with the current economy he would prefer to have the food at City Hall as in the previous years.

ADJOURN

Commissioner Hultmann moved to adjourn the meeting at 8:10 p.m. Commissioner Skjaret seconded. Ayes: all.

Respectfully submitted,

Terrance Post
City Administrator