



PLANNING COMMISSION MEETING

May 15, 2024 at 6:30 PM

City Hall Council Chambers – 450 Virginia Avenue, Long Lake, MN 55356

AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Approve Agenda**

4. **Consent Agenda**

A. Approve Minutes of February 13, 2024 Planning Commission Meeting

5. **Open Correspondence**

NOTE: Open Correspondence is an item on the agenda during which the public may address the City Council. **No formal action is taken by the City Council** and comments shall be limited to five minutes or less. *Open Correspondence comments may also be emailed to City staff by 12:00 noon on the date of the meeting.*

6. **Regular Business**

A. Public Hearing: Review Draft Ordinance Regarding Parking Regulations and the Storage of Boats, Trailers and Recreational Vehicles

7. **Other Business**

8. **Adjourn**



**MINUTES
PLANNING COMMISSION MEETING
February 13, 2024**

CALL TO ORDER

The meeting was called to order at 6:30 pm by Chair Adams.

Present: Chair: Roger Adams; Commissioners: Virginia See, Judd Axelson, Lori Goodsell, and Anita Secord; City Administrator: Scott Weske; Planning Consultant: Hannah Rybak; and City Council Liaison: Mike Feldmann

Absent: None

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA

A motion was made by See, seconded by Secord, to approve the agenda as presented. Ayes: all.

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of the January 9, 2024 Planning Commission Meeting

Commissioner Goodsell requested that a comment of hers on Page 2 of the January 9 meeting minutes be updated to reflect that the issue she was addressing was construction parking, not employee parking.

A motion was made by Secord, seconded by Goodsell, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the Planning Commission during Open Correspondence.

BUSINESS ITEMS

- A. Public Hearing: Review Draft Ordinance Amending Certain Parking Requirements by Use and Updating Parking Regulations for the Storage of Boats, Trailers and Recreational Vehicles

Chair Adams began by thanking Planning Consultant Rybak for helping the Commission to understand the variety of parking standards within Zoning Code.

Planning Consultant Rybak reviewed the draft Ordinance being presented as a follow up to the last Commission meeting's discussion and direction regarding certain areas of the City's existing parking requirements. She pointed out that two changes she had included in the Ordinance were to correct references to Code provisions in the section and were not substantive. She gave a detailed presentation of the amendments and parking requirement updates proposed in the areas of recreational vehicle storage, restaurant and drive-thru convenience business parking, and service oriented business parking.

Commission members and staff discussed gravel versus paved driveways as parking surfaces; parking of recreational vehicles on corner lot side yards, recommending vehicles be parked adjacent to a principal structure, and not unduly impacting residents' ability to store both a boat and a recreational vehicle.

Chair Adams opened the public hearing at 6:45 pm. Hearing no comments, Chair Adams closed the public hearing.

A motion was made by Secord, seconded by Goodsell, to recommend the City Council adopt Ordinance No. 2024-01 amending certain parking requirements. Ayes: all.

OTHER BUSINESS

Parking for Downtown Area – Chair Adams reported that he had driven through the City's industrial and commercial areas to see what additional parking may be available. He reviewed areas where parking is allowed on Mill Street, Symes Street, and Lake Street; highlighted various parking restrictions on Daniels Street; and added that the side streets in the industrial park area are pretty much without parking restrictions currently. The best opportunity he could see for adding parking would be to allow two-hour parking on the side of Lake Street adjacent to the Town Center, and along Daniels Street on the side where City Hall is located. Weske provided a review of the history behind parking and truck traffic restrictions on Daniels Street, and observed that allowing parking on both sides of Lake Street may narrow the roadway more than would be advisable as trucks access that portion of the road. He noted that additional Code amendments by the Council will be necessary in the future to address parking inconsistencies in certain areas. Commission members also discussed the condition of certain streets in town; public transit improvements and proposals impacting the Metropolitan area; and commented on pedestrian safety concerns in areas of Long Lake.

Meeting Absence – Commissioner Goodsell informed the Commission that she would be absent from the March meeting.

Council Liaison Report – Council member Kvale shared that the Council is still awaiting a decision from the court on the latest contempt order hearing in the matter of City of Long Lake v. City of Orono. Fire services has continued to be a significant issue that the Council continues to work through. She indicated that the Council was also looking towards hiring Public Works staff, and had promoted longtime staff member Don "Luke" Laakkonen to a lead worker position. Commission members agreed that he was deserving of the promotion.

ADJOURN

A motion was made by Adams, seconded by Secord, to adjourn the meeting at 7:01 pm. Ayes: all.

Respectfully submitted,

Scott Weske
City Administrator



CITY OF
LONG LAKE

Planning Commission Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / May 15, 2024

SUBJECT: Public Hearing: Review Draft Ordinance Regarding Parking Regulations and the Storage of Boats, Trailers and Recreational Vehicles

Prepared By: Hannah Rybak, City Planner

Report Date: 5/09/2024

Recommended Planning Commission Action

Staff recommends the Planning Commission review and discuss the information presented with this report. Following the Public Hearing, the Commission should make a recommendation to the City Council regarding adoption of the draft ordinance and proposed amendments.

Overview

The City Council reviewed the draft ordinance that the Planning Commission recommended approval of in February. They found areas of the Ordinance to be unclear and requested additional discussion related to the parking and storage of recreational vehicles and equipment, commercial vehicles and equipment and passenger vehicles. Staff presents an updated draft ordinance which addresses the City Council’s areas of concern.

Ordinance Section 4 – Definitions

The City Council requested that some of the terms used in the Ordinance be better defined. Staff offers the following definitions for Planning Commission Consideration:

New Definitions:

Commercial Equipment. Any equipment, including trailers, used for commercial purposes, including but not limited to, alteration, demolition, construction, maintenance, or excavation of a building, structure or property.

Commercial Vehicle. A vehicle used for commercial purposes either greater than eight feet (8') in height or greater than twenty-two feet (22) in length, including, but not limited to: boom trucks, cargo trucks, dump trucks, farm implements, firetrucks, ambulances, limousines, hearses, semitractor trailers, trucks equipped with tanks and tow trucks.

Driveway. A paved area leading from a public or private road to a house or garage.

Passenger Vehicle. A four-wheeled passenger automobile, generally utilized for private transportation, such as a sedan, pickup truck, or van.

Amended Definition:

Recreational Vehicle and Equipment. Includes, but is not limited to, operable and licensed, as required by the state, travel trailers, chassis mounted campers, motor homes, tent trailers, slide in campers, and converted buses; snowmobiles and trailers, boats/watercraft and trailers, all-terrain vehicles, motorcycles and utility

trailers. A fish house, boat, snowmobile or other recreational vehicle when stored or kept on a trailer shall be considered as one recreational vehicle.

Ordinance Section 5 – Exterior Storage in Residential Districts

It was discovered that there is an existing provision in the Zoning Ordinance that requires recreational vehicles and equipment to be stored at least five feet from side and rear lot lines. The City Council would like the draft ordinance below to be consistent with that existing regulation. The remainder of this provision remains unchanged from the February version.

Section 19, Subd. 18 Exterior Storage in Residential Districts. All materials and equipment shall be stored within a building or fully screened so as not to be visible from adjoining properties, except for the following:

- A. Clothesline poles and wires.
- B. Not more than three (3) recreational vehicles and equipment, subject to the following regulations:
 1. Recreational vehicles and equipment must be owned by and/or registered to the owner or current occupant of the property it is located on.
 2. Storage in the front yard is permissible, only when located on a driveway.
 3. Storage in the rear or interior side yard is permissible, if stored at least five (5) feet from any interior side or rear property line.
 4. Storage in the corner side yard is permissible, only when the item is stored directly along the exterior wall of the principal structure or a detached garage.

Ordinance Section 6 – Parking and Use Restrictions

While discussing recreational vehicles and equipment with the City Council, the topic of number of allowable passenger vehicles came up. Currently, Long Lake does not have a limit on the number of passenger vehicles that may be stored outdoors on a residential property. Generally, cities in MN limit residential properties to no more than four vehicles stored outdoors. The City Council requested that Long Lake add that provision to the Ordinance.

Section 21, Subd. 6 Parking and Use Restrictions

5. Residential Parking Limit. No more than four (4) licensed and operable passenger vehicles per dwelling unit shall be stored outdoors on any single or two-family residential property.

NOTE: Sections 1-3 of the draft ordinance remain unchanged from the Public Hearing held in February. The current Public Hearing will pertain to Sections 4-6 of the draft ordinance only.

Supporting Information

- Draft Ordinance No. 2024-01



**City of Long Lake
Hennepin County, Minnesota
Ordinance No. 2024-01**

An Ordinance Amending Sections 2, 19 and 21 of the Long Lake Zoning Ordinance to Update Definitions, Correct Code References, Provide Standards for the Storage of Boats, Trailers and Recreational Vehicles, Limit the Number of Passenger Vehicles Stored on Residential Properties and Adjust Parking Space Requirements for Several Land Uses

The City Council of the City of Long Lake does hereby ordain as follows:

Section 1. The Long Lake Zoning Ordinance, Section 19, Subd. 9 is hereby amended as follows. Additions are underlined, and deletions are shown with a ~~striketrough~~:

D. Standards for Business and Industrial District Fences. Property line fences in all Business Districts shall be six (6) feet in height and Industrial Districts shall be (8) feet in height, except as otherwise provided herein. The following standards shall also apply:

4. Fences on all corner lots erected within thirty (30) feet of the intersecting property line shall be subject to Section 19, Subd. ~~8-11~~ of this Ordinance.

Section 2. The Long Lake Zoning Ordinance, Section 19, Subd. 10, is hereby amended as follows. Additions are underlined, and deletions are shown with a ~~striketrough~~:

Required Screening. The fencing and landscaping required by this Ordinance shall be subject to Section 19, Subd. ~~6-9~~ and shall consist of either a fence or a green belt planting strip.

Section 3. The Long Lake Zoning Ordinance, Section 21, Subd. 7 is hereby amended as follows. Additions are underlined, and deletions are shown with a ~~striketrough~~:

Number of Spaces Required. The following minimum number of off street parking spaces shall be provided and maintained by ownership, easement and/or lease for and during the life of the respective uses hereinafter set forth:

M. Drive-Thru/~~Fast In-Convenience~~ Food. ~~At least one~~ One parking space for every ~~each two three~~ each seats, ~~or one space per 40 s.f. of dining area, and one space for each 80 s.f. of kitchen area,~~ plus five stacking spaces for the first pick-up window and two stacking spaces for each additional window.

AA. Restaurants, Cafes, Private Clubs Serving Food and/or Drinks, Bars, On-Sale Nightclubs. ~~At least one~~ (1) space for every ~~each two three~~ each seats. ~~or one space for each forty (40) square feet of gross floor area of dining and bar area and one (1) space for each eighty (80) square feet of kitchen area.~~

BB. ~~Retail Sales and Service Businesses with Fifty (50) Percent or More of Gross Floor Area Devoted to Storage, Warehouses, and/or Industry.~~ At least eight (8) spaces or one (1) space for each two hundred (200) square feet devoted to public sales or

~~service plus one (1) space for each five hundred (500) square feet of storage area; or at least eight (8) spaces or one (1) space for each employee on the maximum shift, whichever is appropriate. Service Establishment. One (1) space for each two-hundred-fifty (250) square feet of floor area.~~

CC. Retail Store ~~and Service Establishment. At least one (1) off-street parking space for each three hundred (300) square feet of floor area.~~

Section 4. The Long Lake Zoning Ordinance, Section 2, is hereby amended to remove the “Subd.” formatting for each definition and as follows. Additions are underlined, and deletions are shown with a ~~strikethrough~~:

Commercial Equipment. Any equipment, including trailers, used for commercial purposes, including but not limited to, alteration, demolition, construction, maintenance, or excavation of a building, structure or property.

Commercial Vehicle. A vehicle used for commercial purposes either greater than eight feet (8') in height or greater than twenty-two feet (22) in length, including, but not limited to: boom trucks, cargo trucks, dump trucks, farm implements, firetrucks, ambulances, limousines, hearses, semitractor trailers, trucks equipped with tanks and tow trucks.

Driveway. A paved area leading from a public or private road to a house or garage.

Passenger Vehicle. A four-wheeled passenger automobile, generally utilized for private transportation, such as a sedan, pickup truck, or van.

~~Recreational Vehicle. A vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest projection, is designed to be self-propelled or permanently towable by a light duty truck, and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. The term recreational vehicle shall be synonymous with the term travel trailer/travel vehicle.~~

Recreational Vehicle and Equipment. Includes, but is not limited to, operable and licensed, as required by the state, travel trailers, chassis mounted campers, motor homes, tent trailers, slide in campers, and converted buses; snowmobiles and trailers, boats/watercraft and trailers, all-terrain vehicles, motorcycles and utility trailers. A fish house, boat, snowmobile or other recreational vehicle when stored or kept on a trailer shall be considered as one recreational vehicle.

Section 5. The Long Lake Zoning Ordinance, Section 19, Subd. 18 is hereby amended as follows. Additions are underlined, and deletions are shown with a ~~strikethrough~~:

Exterior Storage in Residential Districts. All materials and equipment except as provided for in Sections 7 through 16 of this Ordinance shall be stored within a building or fully screened, so as not to be visible from adjoining properties, except for the following:

A. Clothes line pole and wires.

B. Not more than three (3) ~~two (2)~~ recreational vehicles and equipment, subject to the following regulations:

1. Recreational vehicles and equipment must be owned by and/or registered to the owner or current occupant of the property it is located on.
2. Storage in the front yard is permissible, only when located on a driveway.
3. Storage in the rear or interior side yard is permissible, if stored at least five (5) feet from any interior side or rear property line.
4. Storage in the corner side yard is permissible, only when the item is stored directly along the exterior wall of the principal structure or a detached garage.

Section 6. The Long Lake Zoning Ordinance, Section 21, Subd. 6 is hereby amended as follows. Additions are underlined, and deletions are shown with a ~~strike through~~:

5. Residential Parking Limit. No more than four (4) licensed and operable passenger vehicles per dwelling unit shall be stored outdoors on any single or two-family residential property.

Section 7. Effective Date. This Ordinance shall be effective upon adoption and publication according to law.

Adopted by the City Council of the City of Long Lake this ___ day of _____, 2024.

Date of Adoption:
Date of Publication:
Effective Date:

ATTEST:

BY:

Jeanette Moeller, City Clerk

Charlie Miner, Mayor