



PLANNING COMMISSION MEETING

February 13, 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 January 9, 2024 Planning Commission Meeting

5. **Open Correspondence**

NOTE: Open Correspondence is an item on the agenda during which the public may address the Planning Commission. **No formal action is taken by the Commission** 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 Amending Certain Parking Requirements by Use and Updating Parking Regulations for the Storage of Boats, Trailers and Recreational Vehicles

7. **Other Business**

8. **Adjourn**



**MINUTES
PLANNING COMMISSION MEETING
January 9, 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 Goodsell, seconded by See, to approve the agenda as presented. Ayes: all.

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of the November 14, 2024 Planning Commission Meeting

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

OPEN CORRESPONDENCE

Chair Adams read aloud a portion of an email from a resident that the Planning Commission received expressing the opinion that parking of recreational vehicles has gotten out of hand in the City.

BUSINESS ITEMS

- A. Zoning Ordinance Study – Parking Requirements; Storage of Boats; Trailers and Recreational Vehicles

Planning Consultant Rybak reported that staff had taken a look at various uses that may benefit from updated parking requirements. She indicated that they had also taken a look at regulations for the storage of boats, trailers and recreational vehicles because they had gotten feedback that the current requirements were unclear. She confirmed she believed that more clear requirements were needed in this area. She had compiled and compared parking requirements from Orono, Maple Plain, Wayzata, Excelsior, Spring Park, Minnetrista, and Independence; and had also included recommendations from the Institute of Transportation Engineers. She outlined the results of what they'd found in their research related to parking requirements for offices, sit down restaurants, fast food/drive-thru

restaurants, retail establishments, service establishments, clinics, warehousing, and manufacturing compared to Long Lake; and observed that overall, Long Lake hit somewhere in the middle for most items.

The Commission discussed various aspects of the City's existing parking requirements.

Commissioner Goodsell stated that she thought the Commission was going to consider taking some of the 'No Parking' signs off in the non-residential areas of the City to open up some of the on-street parking options, versus tweaking the City's actual parking requirements and usage.

City Administrator Weske explained parking regulations for particular streets would be out of a different City Code book governed by City Council policy, but that portion also needs to be updated and the Council be reviewing that sometime in the future.

Rybak explained that would also be outside of her area of expertise.

Chair Adams mentioned that it might be a good idea for the Commission members to take a drive around town, look at the actual streets and how they are marked, and then have a conversation with City staff, Public Works, and/or the City Council to hear an explanation on why certain restrictions are in place.

Commissioner Goodsell reiterated that what was being presented tonight was not what she had in mind when she thought the Commission would be talking about parking.

Chair Adams stated that it may be a good idea for the summer to take a look more closely at the parking.

Commissioner Goodsell agreed that it should be looked at and commented that she thinks there have even been issues with employees parking on the streets all day in certain areas. An easy solution for that may be to make the spots 'two hour parking only' because that would free it up for use.

Following discussion, the Commission determined that no change was needed for parking for office, retail, clinic, warehousing and manufacturing uses.

The Commission determined that the following changes were warranted for parking for the following uses:

- *Restaurants – sit down* should be amended changed to one space per three seats
- *Restaurants – fast food/drive-thru* should be changed to one space per three seats, but also should require five stacking spaces and two stacking spaces for each additional window. The requirements based on kitchen and dining room square footage should be removed.
- *Service establishments* should be changed to one space per 250 square feet

Rybak indicated that she would prepare a draft ordinance that include the proposed changes for review and recommendation at an upcoming meeting. She moved the discussion onto the storage of boats, trailers and recreational vehicles and stated that she felt there was currently a lack of clarity or guidance in the Zoning Code on what is allowed and what is not allowed. She recommended that the Planning

Commission take a look at what can be put into the Zoning Code that would be reasonable as well as enforceable. She shared that this is the most common area of complaints that make it to her from City Clerk Moeller and explained that these issues can be difficult to handle because they currently don't have anything in the Zoning Code to point to with an answer. Staff understands that people have 'stuff' and the city is a lake community so they expect people to have boats.

Chair Adams emphasized that he would not support any changes that require an increase in hardcover.

Commissioner Secord agreed and believed it should be up to the residents if they want to have a pad to park them on or not.

Commissioner Goodsell stated that if people don't like to see this type of vehicle, they are welcome to build a hedge to block their view.

Rybak noted that she had created a comparison table for the Commission's review, but added that it was not the easiest to read because many of the comparisons did not turn out to be 'apples to apples'. She highlighted some of the questions she would like the Commission to consider such as how they want to classify vehicles.

Weske questioned how they would determine what would be considered to be two vehicles and used the example of a trailer that had two snowmobiles parked on it.

Rybak mentioned that was actually the scenario depicted in her presentation.

Chair Adams indicated that he could see some restrictions being based on length and perhaps some based on defining a setback to side and back lot lines for vehicle storage.

Commissioner Secord stated that one other way to classify these would be by lot size in addition to length.

Commissioner Goodsell added that she thinks a lot size requirement makes a lot of sense in addition to setback requirements.

Rybak asked if the Commission wanted to look at a length maximum for any of the vehicles.

Weske suggested that they have it be the same as fence location of one foot of the lot line.

Chair Adams commented that he leans towards letting people do what they want to on their own property as long as it isn't negatively impacting the people around them. If his neighbor wants to park a trailer by their house, he didn't understand why it should matter to him.

Commissioner Goodsell reflected that she didn't think it was a big enough issue that the City needed to do anything about it.

Commissioner See reminded the Commission that Rybak had shared that this was the item that she received the most complaints about. She stated that she would like there to be very specific guidelines

so City Clerk Moeller and Planning Consultant Rybak are not having to spend their time dealing with this issue.

Commissioner Goodsell suggested that there be language that says people can park their vehicles in the driveway, side yard, and rear yard.

Rybak asked that they go through each item individually so she didn't miss any of their feedback. She confirmed she had heard the Commission say that they do not want to make a differentiation between vehicles or limit length.

Commissioner See stated that she thought they had decided to let the property size determine the length allowed.

Rybak addressed the earlier comment by City Administrator Weske about determining the number of vehicles and explained that generally if you had a trailer with a boat on it or a number of snowmobiles or ATVs, that would be considered one item. She asked if the Commission would support that determination.

There was consensus of the Commission to count a trailer with vehicles on it as one unit, regardless of the quantity. For example, two snowmobiles on a trailer would be considered one unit.

Commissioner Goodsell voiced support for the idea of not allowing storage in the front yard.

Chair Adams stated that Excelsior allows for driveway storage only if there is no other practical space available.

Commissioner Axelson indicated that he liked that wording better because there will be properties that do not have backyards, or that have a backyard but cannot utilize the space because of the property's slope or the topography.

Rybak responded that she did not love that language because it would be hard to enforce. She indicated that allowing parking on the driveway would be fine, but she wasn't certain that the City would want to open up the front yard aspect to allow people to park on the grass.

Commissioner Goodsell agreed that perhaps they shouldn't open up that can of worms.

Rybak reviewed the boxes in her chart and marked those that she was hearing the Commission supported and those that they were against. She questioned what they would like to do about setbacks.

Chair Adams noted that he felt a setback should at least be one foot which is the same that is required for fencing.

Rybak reviewed situations where there would be corner properties with streets on both the front and the side and if that would change any of the restrictions.

There was consensus of the Commission that this type of lot would not change the restrictions and a setback of potentially three feet from the right-of-way for the side yard location.

Rybak reviewed some examples of screening requirements from other cities. She indicated that her last question for the Commission was if they wanted to change the number of vehicles allowed or if they still supported limiting it to two.

Weske added that if they decide not to limit the number, he would like to see some language included so that if there is a complaint, that they have to verify that this vehicle is registered to that home.

Rybak asked if he was implying that there be no limit on the number allowed but that they have to be registered to the property.

Chair Adams observed that he thinks it would be better if there was some limit, but he did not think two was the correct number and suggested perhaps three.

Commissioner See pointed out that Excelsior determines the number based on lot size.

Weske shared that Maple Plain has a restriction of four or less licensed vehicles that can be stored on one lot.

Chair Adams stated that as long as people maintain good relationships with their neighbors it shouldn't be a problem.

There was a consensus of the Commission to have a restriction of three or less licensed vehicles that can be stored on one lot.

Rybak confirmed that was all the information she had wanted the Commission to cover at the meeting, and she would be putting together a draft for the Commission's consideration at their next meeting.

The Commission expressed their appreciation to Rybak for her excellent work in putting together this information.

Commissioner Goodsell reiterated that she would like there to be a future agenda item to discuss on-street parking.

Weske stated that he felt it would be a good exercise for the Commission to drive around and get a feel of where the 'No Parking' zones were currently located.

OTHER BUSINESS

A. Council Liaison Report

Councilmember Feldmann gave a brief update on recent Council activities and discussions.

Commissioner Goodsell shared that she was a daily dog walker and has lived in Long Lake for about 17 years. She resides on Watertown Road in an area right on the line between Long Lake and Orono. She explained that when she first moved to the area, in the winter, she would not walk Orono's streets because it was so icy and slippery; however, about three years ago something changed and now the

Long Lake streets are the ones that are icy and slippery. She stated that it appears as though the City stopped using salt and noted that she understands that from an environmental perspective, but it means the roads are slippery. She mentioned that Orono had obtained a brining attachment for one of their trucks and they spread brine which is more environmentally friendly than salt and keeps the roads clear. She asked the City Council to consider purchasing one of the brine spreading attachments for use in the City because then they won't have to use salt, but the roads won't be icy and slippery the way they are now. She indicated her understanding that the equipment would cost the City money, but added that she would happily pay another \$50 in her property taxes just so she doesn't slip, fall, and break her arm and end up out of work for three months.

Council member Feldmann stated that he was not sure what the City was doing in this area but mentioned that the Public Works Department is down to just two workers.

Commissioner Goodsell stated that she did not think it was a staffing issue, but rather was an issue with the materials they use.

Weske clarified that there is some salt mixed in with the sand, but the sand is not as high in salt content as some places are using.

Commissioner Goodsell emphasized that she feels the City streets need something done and asked the Council to look into it. She noted that if the idea is for Long Lake to be a walkable town, this issue is stopping people from being able to that safely.

ADJOURN

A motion was made by See, seconded by Goodsell, to adjourn the meeting at 7:40 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 / February 13, 2024

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

Prepared By: Hannah Rybak, City Planner

Report Date: 02/06/2024

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.

MISCELLANEOUS AMENDMENTS

The proposed amendments to Section 19, Subds. 9 and 10 are presented to correct references to other provisions of the code that are currently incorrect. This was likely due to a typo or previous code amendment that changed numbering. These are not substantive changes.

STORAGE OF BOATS, TRAILERS & RECREATIONAL VEHICLES – Section 19, Subd. 18

Overview / Background

Long Lake currently lacks clear regulations regarding the storage of recreational vehicles, boats and trailers on residential property. The Planning Commission provided staff with input on appropriate regulations for the storage of these items:

- Increase the allowable number of items from 2 to 3
- Storage on grass in the front yard is not acceptable, but on driveway in the front yard is acceptable
- Storage on a corner side yard is acceptable, with a 3-foot setback
- Storage on an interior side or rear yard is acceptable, with a 1-foot setback
- No requirement for storage on a hard surface in rear or side yards

A draft ordinance showing these changes has been provided in your packet.

Staff has some concerns regarding the standards above for a corner side yard. In looking at definitions in the zoning ordinance, it is intended that a “front yard” be maintained along both street frontages for corner lots.

Section 2: Definitions

Subd. 113. Lot, Front. The front of a lot shall be, for purposes of complying with this Ordinance, that boundary abutting a public right-of-way.

Subd. 116. Lot Line - Front. Any boundary of a lot which abuts an existing or dedicated public street.

Subd. 208. Yard, Front. That area extending along the full length of a front lot line between side lots lines and to the depth required in the yard regulations for the district in which it is located. In the case of a corner lot abutting one or more major roads, both yards shall be considered front yards. A major road is any road that is of a collector designation or greater.

The definitions above demonstrate that the ordinance intends for both street frontages to be maintained as front yards; this would mean generally free from storage. In most cases of a corner lot, the corner side yard abuts a neighboring property at its front yard. It would be reasonable for those neighbors to expect an open yard, free from storage, to abut their yard. If the provision in question (allowing virtually unregulated storage of boats/trailer/RVs in corner side yards), it is likely that the City would receive complaints from abutting neighbors, or neighbors across the street with an unobstructed view of the storage.

Another item to note is that many boats and RV's are approximately the same size as the average shed, and are just under, or just as, tall. The Zoning Ordinance does not allow for sheds to be placed in front/corner side yards.

Section 19 Subd. 4 Accessory Buildings

B. Setback Requirements. No accessory buildings shall be erected or located in front of the front line of the building or within the front yard of a property, except that for all single family residential properties, an accessory building may be located in front of the front line of the building if it meets the front yard setback required for the principal structure. Accessory buildings shall be five (5) feet or more from all lot lines adjoining lots, shall be ten (10) feet or more from any other building or structure on the same lot and shall not be located within a utility easement.

Staff recommends that the Planning Commission consider this information and discuss if the corner side yard is appropriate for storage, or if the intent of the definitions section should be followed and corner side yards subject to the same regulations as front yards.

If the Planning Commission feels strongly that corner side yards should be permitted to be used for boat/trailer/RV storage, staff would recommend that it be subject to one of the following:

- Increased setback from property line (15+ feet)
- Required to be stored immediately adjacent to a principal or accessory structure (permissible right up next to the building, not out in the yard)

PARKING REQUIREMENTS – Section 21, Subd. 7

Overview / Background

Staff offers several proposed amendments to parking standards based on the January Planning Commission discussion. The amendments include slight adjustments to the required parking for the following uses: Drive-Thru/Fast Food, Restaurants, Retail and Service Establishment. The changes are summarized below:

Drive-Thru/Fast Food

- Old requirement: At least one parking space for every two seats, or one space per 40 SF of dining area, and one space for each 80 SF of kitchen area, plus five stacking spaces for the first pick-up window and two stacking spaces for each additional window.
- New requirement: One parking space for each three seats, plus five stacking spaces for the first pick-up window and two stacking spaces for each additional window.

Restaurants, Cafes, Private Clubs Serving Food and/or Drinks, Bars, On-Sale Nightclubs

- Old requirement: At least one parking space for every two seats, or one space per 40 SF of dining area, and one space for each 80 SF of kitchen area.
- New requirement: One space for each three seats.

Service Establishment

- Old requirement: At least one off-street parking space for each 300 SF of floor area.
- New requirement: One space per 250 SF of floor area

Retail Establishment

- Old requirement: One space per 300 SF of floor area (used to be grouped with service establishment)
- New requirement: One space per 300 SF of floor area (not grouped with service establishment)

A draft ordinance showing these changes has been provided in your packet.

Supporting Information

- Draft Ordinance No. 2024-01



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

An Ordinance Amending Sections 19 and 21 of the Long Lake Zoning Ordinance to Correct Code References, Provide Standards for the Storage of Boats, Trailers and Recreational Vehicles, 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 19, Subd. 18 is hereby amended as follows. Additions are underlined, and deletions are shown with a ~~striketrough~~:

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. Stored in the front yard, on a paved driveway.
 3. Stored in the rear or interior side yard, at least one (1) foot from any interior side or rear property line.
 4. Stored in the corner side yard, at least three (3) feet from the property line abutting the right-of-way.

Section 4. The Long Lake Zoning Ordinance, Section 21, Subd. 7 is hereby amended as follows. Additions are underlined, and deletions are shown with a ~~strikethrough~~:

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 parking space for every each two three 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 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 5. 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 20th day of February, 2024.

Date of Adoption:	February 20, 2024
Date of Publication:	March 2, 2024
Effective Date:	March 2, 2024

ATTEST:

BY:

Jeanette Moeller, City Clerk

Charlie Miner, Mayor