PLANNING COMMISSION MEETING

March 31, 2026 at 6:30 PM

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

AGENDA

1. Call to Order

The meeting will be called to order by Chair Pro-Tempore Goodsell. Once the Planning Commission has made its recommendations for the 2026 Chair and Chair Pro-Tempore officer positions (Agenda Item No. 6A), the Commission's selected 2026 Chair will officiate the remainder of the meeting.

2. Administer Oath of Office to New Commissioner / Welcome & Introductions

The City Clerk will administer the Oath of Office to new Planning Commission member, Travis Michels.

3. Pledge of Allegiance

4. Approve Agenda

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. Recommendation for Appointment of Planning Commission Chair and Chair Pro-Tempore Positions for 2026

The Planning Commission must make a motion to recommend their selections for Commission Chair and Chair Pro-Tempore positions in 2026. Once the recommendations have been voted upon, the selected Chair will begin officiating the Commission meeting; however, the final appointment requires ratification by the City Council at their next meeting.

B. Approve Minutes of May 13, 2025 Planning Commission Meeting

7. Other Business

8. Adjourn

CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
May 13, 2025

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

Present: Chair: Roger Adams; Commissioners: Lori Goodsell, Virginia See, Anita Secord, and Judd Axelson; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

APPROVE AGENDA
Commissioner Axelson moved to approve the agenda as presented. Commissioner Goodsell seconded. Ayes: all.

CONSENT AGENDA

A. Approve Minutes of February 11, 2025 Planning Commission Meeting

Commissioner Axelson pointed out a few locations where his comments during the meeting had been attributed to someone else.

Commissioner Axelson moved to approve the Consent Agenda as amended. Commissioner Adams seconded. Ayes: all.

OPEN CORRESPONDENCE
No one appeared to address the Planning Commission during Open Correspondence.

REGULAR BUSINESS

A. Public Hearing: Amending Section 19 of the Zoning Ordinance to Update Requirements for Residential, Business, and Swimming Pool Fences
City Clerk Moeller presented proposed ordinance updates related to requirements for residential, business, and swimming pool fences. She informed the Commission that the City had recently received a request from a resident to tie into a property line fence, and given that this was not an unusual request, it prompted staff to review the existing language and propose amendments. She highlighted updated language that would recognize temporary erosion control and construction fences; allow for submission of a detailed site plan instead of always requiring a survey; allowing boundary line fences

provided the location is agreed to in writing by all adjoining property owners; and to allow a four-foot safety fence with safeguards around swimming pools, rather than requiring a six-foot fence.

Commissioner Axelson asked if there should be anything included about fence materials used as part of the notarized approval by adjoining properties.

Moeller replied that the form could be written to ensure that as part of the procedure, the adjoining property owner signs off that they have seen the fence plans that they would be agreeing to. That way, if the neighbor doesn't like the proposed fence, they would simply not sign the form or give the required consent.

Chair Adams opened the public hearing at 6:48 pm. There being no public comment, he closed the public hearing at 6:48 pm.

Commissioner Goodsell moved to recommend that the City Council adopt an ordinance amending Section 19 of the City's Zoning Ordinance to update requirements for residential, business, and swimming pool fences. Commissioner Axelson seconded. Ayes: all.

OTHER BUSINESS

A. Council Liaison Report

Fire Department Updates - Councilmember Kvale noted that Orono Fire Chief VanEyll had been laid off at the most recent Orono City Council meeting. Moeller gave a brief overview of what had taken place at the Orono City Council meeting related to fire services and noted that Orono had appointed Shea Chwialkowski as their Interim Fire Chief. Orono and Long Lake are continuing to work through establishing a JPA but still have their own Fire Departments for the time being. A transitioning phase between the cities has begun, and the current hope is for the JPA to be ready for signatures in the summer. There has also been discussing of planning to engage the firefighters of both departments to work together to come up with a name for the new department.

LMCC Changes - Councilmember Kvale reported that the LMCC would be undergoing some changes with Jim Lundberg stepping down at the end of 2025, leaving the LMCC with only one full-time staff member. Also, the LMCC had approved a franchise agreement with Midco and they had begun the permitting process for installing a fiber network in the City.

B. Commission Member Business

Dog Escaping Fencing - Chair Adams shared an anecdote about a recent situation where he encountered a dog that seemed to have gotten out of a completely fenced-in backyard.

C. Staff Business

No other staff business was discussed.

ADJOURN

Hearing no objection, Chair Adams adjourned the meeting by general consent at 7:03 pm.

Respectfully submitted,
Jeanette Moeller
City Clerk