



PLANNING COMMISSION MEETING

November 14, 2023 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. **Administer Oath of Office to New Commissioner, Judd Axelson**
4. **Approve Agenda**
5. **Consent Agenda**
 - A. Approve Minutes of July 11, 2023 Planning Commission Meeting
6. **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.*
7. **Regular Business**
 - A. Recommendation to City Council Regarding Reappointment of Planning Commission Member Anita Secord
8. **Other Business**
9. **Adjourn**



**CITY OF LONG LAKE
PLANNING COMMISSION MEETING MINUTES
JULY 11, 2023**

CALL TO ORDER

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

Present: Chair: Roger Adams; Commissioners: Virginia See, Lori Goodsell, and Anita Secord;
City Council Member/Liaison: Mike Feldmann

Staff Present: City Administrator: Scott Weske

Absent: None

Present: Commission Members Adams, Goodsell, See, and Secord; City Administrator Weske; City Planning Consultant Rybak; and Council Liaison Feldmann.

Absent: None.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA

Commissioner Secord, moved to approve the agenda as presented. Commissioner See seconded. Ayes: all.

CONSENT AGENDA

A. Minutes of the February 14, 2023 Planning Commission Meeting

Commissioner Goodsell moved to approve the Consent Agenda as presented. Commissioner See seconded. Ayes: all.

OPEN CORRESPONDENCE

Tim Hultmann, 280 Lakeview Avenue – Mr. Hultmann recalled that he has lived in the City for around 45 years and there has been an issue with parking that entire time. He observed that with all the development activity taking place, he would like the City to be more proactive and positive when people come to the City with plans and not continue to just kick stuff down the road. He observed that the

Planning Commission could take a look and perhaps revise some of the parking regulations so the City can be more positive than they have been in the past for projects that want to locate in town. He stated that Long Lake is not Minneapolis, Edina, or Bloomington and if the difference in meeting parking requirements is 10 cars or less, he would like to see the Planning Commission take a look and make the final recommendation to the Council.

Commissioner Goodsell agreed and noted that the City's population would be increasing in the next few months. The City may need to revisit parking and get ahead of the curve.

The Commission discussed some of the developments going up in the City and the surrounding areas and the possibility of those individuals coming to businesses in the City as well as various parking opportunities available in the City.

Commissioner Goodsell suggested adding an agenda item at the next meeting to discuss the overall parking issue.

BUSINESS ITEMS

- A. Public Hearing: Planning Case #2023-02/Request for a Conditional Use Permit to Allow a Joint Parking Arrangement at 2067 Wayzata Boulevard W (Liquor Barn and a Restaurant Use).

Planning Consultant Rybak gave an overview of the land use application requesting a joint parking arrangement for the Liquor Barn and a planned restaurant, and noted that the peak hours of the two businesses would not overlap. She reviewed the location's existing site conditions, explained how the criteria for issuance of a CUP were met by the application, and indicated that staff supports the request. She mentioned that the bulk of the parking proposed is already in existence, the new striping would help, and the parking changes would not negatively impact any neighboring properties.

Commissioner Goodsell asked what kind of restaurant would be moving into this space.

Mike Yungner, owner of the Liquor Barn and strip mall, responded that the restaurant would be of a 'Minnesota pub' type establishment. The tenant had begun with the idea of a barbeque restaurant but they would be unable to put smokers outside and shifted their concept.

Chair Adams questioned whether there was street parking down the street that runs south from the lot.

City Administrator Weske stated that he was not sure if that street had parking restrictions.

Chair Adams did not recall there being any signs restricting the parking.

Mr. Yungner clarified that during the day, both sides of the road are packed with about 15 to 20 cars in that area. Most days they appear to be parked there all day and then leave at around 4:00 pm.

Mr. Hultmann added that he thinks the bulk of the people that park there may be construction workers from The Stax project.

Chair Adams summarized that effectively, when The Stax project is done, there will be another 20 parking spots available right behind the Liquor Barn area. He concluded that he had no concerns with the request.

Chair Adams opened the public hearing at 6:51 pm. There being no one to address the Commission, Chair Adams closed the public hearing at 6:51 pm.

Commissioner Goodsell moved to recommend the City Council adopt a Resolution approving the request for a Conditional Use Permit (CUP) to allow a joint parking arrangement on the property located at 2067 Wayzata Boulevard W, subject to the conditions as outlined in the staff report. Commissioner Secord seconded. Ayes: all.

B. Recommendation for Appointment of Planning Commission Chair Pro-Tempore Position for 2023

Chair Adams explained that the Planning Commission had lost a wonderful member earlier in the year who had served as Chair Pro-Tempore. He shared that he would miss Commissioner Keating's humor and intelligence as well as his ability to 'cut to the chase'. Commissioner Keating is greatly missed, but a Commissioner needs to be appointed to serve as Chair Pro-Tempore in his absence, in case the Chair is unable to attend a meeting.

Commissioner Adams moved to recommend appointing Commissioner Lori Goodsell to serve as Chair Pro-Tempore for the Planning Commission. Commissioner Secord seconded. Ayes: all

OTHER BUSINESS

A. Council Liaison Report

Council member Feldmann provided a review of recent Council business and discussion items, including an update on the situation with the Fire Department.

The Commission discussed the Council's review of utility rates. Council member Feldmann clarified that one of the issues impacting the need to revisit rates is the treatment fees Metropolitan Council charges the City. Commissioner Secord suggested that the Council hold open house meetings like they have done for the Fire Department for the utility rate issue, so the Council can really be open and explain things to the public about the utility rates and how Metropolitan Council's fees impact that situation. Weske reviewed the upcoming proposal for a small percentage increase in rates, implementing monthly billing rather than quarterly, and to have a larger fixed fee for the sewer only accounts.

B. Commission Member Business

Commissioner Goodsell questioned whether there had been any activity for the old BP site. Weske replied that there had been an interested party a few months ago but, due to design issues from being a franchise, they were not able to work it out with the franchise. Chair Adams shared that his mother tells him at least once a month that the City needs a Dairy Queen in that location. He mentioned that perhaps the City needs to get creative with parking and the approach to developing this parcel.

Commissioner See noted that the Zvago development does not appear to meet their approved Village Design Worksheet submission. Commissioner Secord agreed and noted that she felt the project is turning out to be something totally different than expected.

Commissioner Goodsell reflected that as the projects take shape, there may be opportunity for the Commission to critically review the new buildings from the perspective of considering whether updates to the Village Design Guidelines may be warranted.

Commissioner Secord noted that the Long Lake Garden club had been doing a lot of work around town.

C. Staff Business

No staff business was discussed.

ADJOURN

Commissioner Secord moved to adjourn the meeting at 7:22 pm. Commissioner See seconded. 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 / November 14, 2023

SUBJECT: Recommendation to City Council Regarding Reappointment of Planning Commission Member Anita Secord

Prepared By: Jeanette Moeller, City Clerk

Report Date: 11/8/2023

Recommended Planning Commission Action

Staff recommends the following:

Consider a motion to recommend the City Council reappoint Anita Secord to continue serving as a resident member on the Planning Commission for a new term effective January 1, 2024 through December 31, 2027.

Overview / Background

Current Planning Commission member Anita Secord was notified that her term would expire December 2023 and provided with information regarding the process for seeking reappointment should she be interested in serving another term. On Tuesday, November 7, staff received a written request via email from Commissioner Secord requesting consideration of her reappointment. Her attendance record for meetings has continued to be exemplary.

The City Council is charged with making Planning Commission member appointments. At this time, the Planning Commission may either motion to recommend the City Council reappoint Commissioner Secord to serve a term expiring December 31, 2027; or alternatively, the Planning Commission has the option to recommend the City Council seek applications for the seat.

Supporting Information

- Email from current Planning Commission member Anita Secord dated November 7, 2023 requesting reappointment



Jeanette Moeller <jmoeller@longlakemn.gov>

Planning Commissioner

ANITA Secord <anitasecord@msn.com>
To: Jeanette Moeller <jmoeller@longlakemn.gov>

Tue, Nov 7, 2023 at 2:54 PM

Hi Jeanette,

I would like to continue as a Planning Commissioner. I have not missed 1 meeting during my service. I like helping out my city.

Sincerely,

Anita Secord

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