

**CITY OF LONG PRAIRIE
REGULAR CITY COUNCIL MEETING
Long Prairie City Hall - 615 Lake Street
Wednesday, June 10th, 2026 at 7:00 P.M.**

The Regular Long Prairie City Council Meeting was called to order at City Hall at 7:00 pm, on Wednesday June 10th, 2026. Mayor Jim Kreemer called the meeting to order with Present Council Members Clint Krueger, JoAnn Schroeder, Lilah Gripne and Gabriel Perez. Also, present: City Administrator Candace Bruder, Chief Ryan Hanson, Police Officers Lateshia Harden and Daniel Steuck, City Engineer Kent Louwagie, Planning & Zoning Director Steve Jones, – Others present.

Consent Calendar

- (a) **Approve Agenda for June 10th, 2026**
- (b) **Approve Meeting Minutes for May 27th, 2026**
- (c) **Approve Donation Resolution No. 26-06-10-13 for May in the amount of \$2,500**

Resolution #26-06-10-13

RESOLUTION ACKNOWLEDGING DONATIONS

WHEREAS, the City of Long Prairie has received the following donations during the month(s) of May 2026 to date for the following purposes:

<u>Donor</u>	<u>Amount</u>	<u>Purpose</u>
LP Lions Club	\$2,500.00	New Lions Club Pavilion

Total: \$2,500.00

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA THAT: The City Council of the City of Long Prairie acknowledges and accepts the donations received in the month of May 2026 to date.

BE IT FURTHER RESOLVED THAT: The City Council of the City of Long Prairie expresses its thanks and appreciation for the donations to all Donor(s) listed.

Adopted on this 10th day of June 2026 by the City Council of the City of Long Prairie.

Council Member Krueger motioned to approve the consent calendar; motion was seconded by Council Member Perez. Unanimously Approved.

Old Business

Discussion from Steven Jones was held on the rental registration and it was noted that a contracted inspector will need to be hired to assist in the inspection process and analysis to address staffing needs with the implementation of this program.

Council Member Krueger motioned to table the discussion for the proposed Long Prairie Rental Registration, Licensing and Inspection Ordinance until sometime in July; motion was Seconded by Mayor Kreemer. Unanimously Approved.

New Business

CITY OF LONG PRAIRIE TODD COUNTY, MINNESOTA

RESOLUTION NO. 26-06-10-14

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT (CUP) FOR EXPANSION OF A MIXED-USE DEVELOPMENT LOCATED AT PID #36-0021101 (JUAN CHAVEZ-MONTANEZ EVENT CENTER)

WHEREAS, Juan A. Chavez-Montanez (“Applicant”) has applied for a Conditional Use Permit (CUP) to allow expansion of an existing mixed-use development consisting of a retail store, event center, and residential units, including the addition of four (4) new apartment units, for a total of eight (8) units approved, on property located at PID #36-0021101, 220 1st Avenue South Street, Long Prairie, MN in the C-1 Commercial District; and

WHEREAS, the subject property is legally described as follows Lots 8 and 9, Block 14, City of Long Prairie, PID #36-0021101; and

WHEREAS, the Applicant also owns adjacent or nearby property located at PID #36-0033300, which is proposed to be used for event center parking; and

WHEREAS, a Conditional Use Permit is required pursuant to Section 16.342(11) of the Long Prairie City Code for multiple dwellings of three (3) or more units; and

WHEREAS, the Planning Commission held a duly noticed public hearing on May 26, 2026, at which all persons wishing to be heard were given the opportunity to speak; and

WHEREAS, the Planning Commission reviewed the application and staff report and recommended approval of the Conditional Use Permit subject to conditions; and

WHEREAS, the City Council has reviewed the application, staff report, Planning Commission recommendation, and all public comments; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Long Prairie, Minnesota, as follows:

SECTION 1. FINDINGS OF FACT

The City Council hereby adopts the following findings:

1. The proposed mixed-use development is consistent with the intent of the C-1 Commercial District.
2. The addition of residential units requires a Conditional Use Permit under Section 16.342(11).
3. The use is compatible with surrounding land uses and will not be injurious to neighboring properties.
4. The proposed development will not diminish property values and is consistent with downtown development patterns.
5. The use will not impede the normal and orderly development of surrounding properties.
6. The proposal is consistent with the Comprehensive Plan, supporting infill housing, economic development, and efficient use of infrastructure.
7. The mixed-use development provides adequate on-site parking, with twenty-eight (28) spaces provided where twenty-five (25) are required.
8. The event center is supported by an off-site parking parcel (PID #36-0033300) providing forty-four (44) parking spaces, and the long-term availability of this parking will be ensured through a recorded cross-parking and access agreement.
9. Traffic circulation is adequate, and the separation of parking areas minimizes conflicts.
10. Public utilities are available and adequate to serve the development, subject to verification.
11. The property is not located within a regulated floodplain.
12. The project complies with applicable bulk, yard, and area requirements.
13. Any potential impacts related to noise, traffic, or intensity of use can be mitigated through compliance with City Code and the conditions of approval.
14. The proposed use meets the criteria set forth in Section 16.630 of the City Code.

SECTION 2. APPROVAL

The Conditional Use Permit to allow expansion of a mixed-use development at PID #36-0021101 is hereby approved, subject to the following conditions:

SECTION 3. CONDITIONS OF APPROVAL

1. A building permit shall be obtained within nine (9) months of approval of this CUP.
2. A minimum of twenty-five (25) parking spaces shall be maintained on-site for the mixed-use portion of the development at all times.
3. A minimum of forty-four (44) parking spaces shall be maintained on the separate parcel (PID #36-0033300) to serve the event center.

4. Prior to issuance of a building permit or Certificate of Occupancy, the Applicant shall record a cross-parking and access agreement with Todd County for the benefit of PID #36-0021101 and burdening PID #36-0033300. The agreement shall:
 - o Run with the land;
 - o Guarantee the continued availability of at least forty-four (44) parking spaces;
 - o Provide for access between parcels, if applicable;
 - o Prohibit sale, transfer, or reduction of required parking without City approval; and
 - o Be subject to review and approval by the City Attorney.
5. One (1) additional accessible parking space, including at least one van-accessible space, shall be installed prior to issuance of a building permit.
6. Event center operations shall comply with all City noise, nuisance, and operational regulations.
7. All waste shall be stored in properly sized, enclosed dumpsters.
8. The Applicant shall verify adequate water and sewer capacity, and any required upgrades shall be completed at the Applicant's expense.
9. Any signage, structural changes, or site modifications shall require appropriate permits and comply with City Code.
10. The development shall comply with the Americans with Disabilities Act (ADA) and Minnesota Accessibility Code.
11. The project shall meet all applicable building and fire code requirements.
12. Any damage to public infrastructure shall be repaired by the Applicant at their expense.
13. The City may require inspections and documentation demonstrating compliance prior to issuance of a Certificate of Occupancy.
14. Failure to comply with these conditions may result in revocation of this CUP.
15. This CUP shall become null and void if the approved use is not established within one (1) year of approval.

SECTION 4. EFFECTIVE DATE

This Resolution shall be effective immediately upon its passage and adoption.

Adopted by the City Council of the City of Long Prairie, Minnesota, this 10th day of June, 2026.

Council Member Krueger motioned to approve Resolution No. 26-06-10-14 Approving CUP for Expansion of Mixed-Use Development Located at PID#36-0021101 for Juan Chavez-Montanez Event Center; motion was Seconded by Council Member Perez. Unanimously Approved.

**CITY OF LONG PRAIRIE
TODD COUNTY, MINNESOTA**

**RESOLUTION NO. 26-06-10-15
A RESOLUTION APPROVING A CONDITIONAL USE FOR RICARDO
RODRIGUEZ PID #36-0063000**

WHEREAS, Ricardo Rodriguez (the “Applicant”) has applied for a Conditional Use Permit (CUP) to allow operation of a vehicle, small engine, and appliance repair business within existing accessory structures located at 427 Lake Street South, Long Prairie, Minnesota; and

WHEREAS, The subject property is legally described as PID #36-0063000 and is zoned C-2 (General Commercial); and

WHEREAS, The C-2 Zoning District allows repair-type commercial uses with the approval of a Conditional Use Permit; and

WHEREAS, The Planning Commission held a duly noticed public hearing on May 26, 2026, and recommended approval subject to conditions; and

WHEREAS, The City Council has reviewed the application, staff report, Planning Commission recommendation, and the record of the public hearing;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Long Prairie, Minnesota, that the Conditional Use Permit is hereby approved subject to the following:

Findings of Fact

1. The proposed use, vehicle, small engine, and appliance repair, is a conditional use within the C-2 (General Commercial) District.
2. The proposed use is consistent with the intent of the C-2 District, provided impacts are adequately controlled.
3. The subject property is located in an area characterized by a mix of residential and commercial uses.
4. The use will occur within existing structures, minimizing expansion and site disturbance.
5. Due to proximity to residential properties, the use has the potential to create impacts related to noise, hours of operation, and outdoor storage.
6. Outdoor storage presents the most significant potential land use conflict if not strictly limited and regulated.
7. With the imposition of strict conditions, the use can be operated in a manner compatible with surrounding properties.
8. The use, as conditioned, will not be injurious to the use and enjoyment of nearby properties nor substantially diminish property values.
9. The use, as conditioned, will not impede the normal and orderly development of surrounding properties.

10. The proposed use, as conditioned, is consistent with the City's zoning regulations and Comprehensive Plan.

Conditions of Approval

1. Use & Structures

1. The CUP shall authorize vehicle, small engine, and appliance repair only within enclosed structures.
2. The use shall be limited to the existing garage structures and shall not expand without further City approval.

2. Hours of Operation

3. Hours of operation shall be limited to:
 - o Monday through Saturday: 8:00 a.m. to 6:00 p.m.
 - o No Sunday or holiday operations.

3. Noise & Operations

4. All activities shall comply with City noise regulations.
5. No outdoor repair work, engine testing, or use of power tools generating significant noise shall be permitted.

4. Outdoor Storage (Strictly Limited)

6. Outdoor storage shall be incidental, minimal, and clearly subordinate to the primary use.

7. Screening Required:

All outdoor storage areas shall be fully screened from adjacent residential properties and public rights-of-way by a solid fence (minimum six (6) feet in height) or other City-approved screening.

8. Prohibited Storage:

- o No storage of junk, scrap materials, dismantled equipment, or discarded appliances
- o No accumulation or long-term storage of parts or materials outdoors

9. Inoperable/Unlicensed Vehicles:

- o Shall not be stored outdoors for more than seven (7) days
- o Must be located within the required screened area

10. Maximum Outdoor Vehicles:

- No more than two (2) customer vehicles may be stored outdoors at any time

11. Parts & Materials:

- All parts, equipment, and materials shall be stored indoors
- Temporary outdoor staging shall not exceed twenty-four (24) hours

12. Prohibition on Salvage Use:

The property shall not be used for vehicle dismantling, salvage operations, or long-term storage of inoperable vehicles.

5. Site Maintenance

- 13. The property shall be maintained in a clean, orderly, and code-compliant condition at all times.
- 14. Any accumulation of materials or conditions constituting a visual nuisance shall be promptly corrected.

6. Environmental Compliance

- 15. All fluids, chemicals, and hazardous materials shall be stored, handled, and disposed of in accordance with all applicable regulations.
- 16. No discharge of automotive fluids or contaminants onto the ground is permitted.

7. Parking & Access

- 17. All customer and employee parking shall be accommodated on-site.
- 18. No vehicles, equipment, or materials shall be parked or stored within the public right-of-way.

8. Enforcement & Review

- 19. This CUP shall be subject to review by the City upon receipt of complaints or evidence of noncompliance.
- 20. Failure to comply with any condition of this permit shall be grounds for revocation following notice and hearing.
- 21.

Adopted by the City Council of Long Prairie, Minnesota, this 10th day of June, 2026.

Council Member Krueger motioned to approve Resolution No. 26-06-10-15 Approving CUP Ricardo Rodriquez PID#36-0063000; motion was Seconded by Council Member Schroeder. Roll Call Vote: Perez – Yes Kreemer – No, Gripne – Yes, Schroeder – Yes, Krueger – Yes. Motion Approved.

**CITY OF LONG PRAIRIE
TODD COUNTY, MINNESOTA**

**RESOLUTION NO. 26-06-10-16
A RESOLUTION APPROVING A PRELIMINARY PLAT FOR
PID #36-0001302**

WHEREAS, the applicant has requested approval of a preliminary plat for a portion of Parcel No.36-0001302, with the Existing Legal: W 400 FT OF SW4 SE4 EX S 333 FT OF W 483 FT & EX PART LYING N & E OF DESC LINE: COMM AT SW COR OF SW4 SE4, N 756 FT TO PT OF BEG, THENCE E 308.12 FT, S 33 FT, E TO E LINE OF W 400 FT & TERMINATING.

WHEREAS, The new plat on this portion of Parcel 36-0001302 is legally described as: Prairie Estates, Lots 1 and 2, City of Long Prairie,

WHEREAS THE LEGAL DESCRIPTION IS:

That part of the South Half of the Southeast Quarter of Section 16, Township 129 North, Range 33 West, Todd County, Minnesota, described as follows:

Commencing at the southwest corner of the South Half of the Southeast Quarter;

thence on an assumed bearing of North 00 degrees 45 minutes 07 seconds West along the west line of said South Half of the Southeast Quarter, a distance of 573.00 feet to the point of beginning of the land to be described;

thence continuing North 00 degrees 45 minutes 07 seconds West along said west line, 183.00 feet to the north line of the south 755.99 feet of said South Half of the Southeast Quarter;

thence North 88 degrees 57 minutes 14 seconds East along said north line, 308.12 feet to the outside boundary line of WHISPERING PRAIRIE, according to the recorded plat thereof,

thence South 00 degrees 45 minutes 07 seconds East along said outside boundary line, 33.00 feet;

thence North 88 degrees 57 minutes 14 seconds East along said outside boundary line, 31.88 feet;

thence South 00 degrees 45 minutes 07 seconds East, 150.00 feet;

thence South 88 degrees 57 minutes 14 seconds West, 340.00 feet to the point of beginning.

Containing 1.40 acres, more or less.

WHEREAS, the Planning Commission reviewed the request and held a public hearing on May 26, 2026; and

WHEREAS, the Planning Commission recommended approval;

NOW, THEREFORE, BE IT RESOLVED:

The City Council approves the preliminary plat for Randy Mechels, Mechels Properties LLC, Plat described as Prairie Estates, Lots 1 and 2, City of Long Prairie, subject to the following conditions:

1. Compliance with all applicable City ordinances.
2. Plat shall include all required road right-of-way and easements as determined by the City Engineer.
3. Subject to final engineering review and approval.
4. Payment of applicable fees and assessments (None known at this time.)
5. A title opinion is required to be furnished to the City.
6. Existing and proposed utilities are to be shown.
7. Street names must be shown.
8. Adjacent property owners should be identified.
9. Proposed Zoning should be shown.
10. Before construction, provide a grading plan.
11. Drainage and utility easement are required on all lot lines.
12. Any additional conditions as determined by the City Council to ensure compliance with City ordinances.

Adopted by the City Council of the City of Long Prairie, Minnesota, this 10th day of June 2026.

Council Member Gripne motioned to approve Resolution No. 26-06-10-16 for Mechel's Preliminary Plat for PID#36-0001302; motion was Seconded by Council Member Krueger. Unanimously Approved.

**CITY OF LONG PRAIRIE
TODD COUNTY, MINNESOTA**

**ORDINANCE NO. 26-06-10-02
AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE
CITY OF LONG PRAIRIE**

WHEREAS, the City has adopted a Zoning Ordinance; and

WHEREAS, the Planning Commission held a duly noticed public hearing on May 26, 2026; and

WHEREAS, the Planning Commission recommended approval; and

WHEREAS, the City Council finds the request consistent with the Comprehensive Plan and in the public interest;

NOW, THEREFORE, THE CITY COUNCIL ORDAINS:

Section 1. Findings of Fact: The findings of the Planning Commission are hereby adopted.

Section 2. Rezoning: The Official Zoning Map is amended to rezone:

A portion of Parcel No.36-0001302, with the existing legal description: W 400 FT OF SW4 SE4 EX S 333 FT OF W 483 FT & EX PART LYING N & E OF DESC LINE: COMM AT SW COR OF SW4 SE4, N 756 FT TO PT OF BEG, THENCE E 308.12 FT, S 33 FT, E TO E LINE OF W 400 FT & TERMINATING

TO: That portion of Parcel No. 36-0001302 as depicted in the preliminary plat (Prairie Estates, Lots 1 and 2, City of Long Prairie):

LEGAL DESCRIPTION:

That part of the South Half of the Southeast Quarter of Section 16, Township 129 North, Range 33 West, Todd County, Minnesota, described as follows:

Commencing at the southwest corner of the South Half of the Southeast Quarter;

thence on an assumed bearing of North 00 degrees 45 minutes 07 seconds West along the west line of said South Half of the Southeast Quarter, a distance of 573.00 feet to the point of beginning of the land to be described;

thence continuing North 00 degrees 45 minutes 07 seconds West along said west line, 183.00 feet to the north line of the south 755.99 feet of said South Half of the Southeast Quarter;

thence North 88 degrees 57 minutes 14 seconds East along said north line, 308.12 feet to the outside boundary line of WHISPERING PRAIRIE, according to the recorded plat thereof,

thence South 00 degrees 45 minutes 07 seconds East along said outside boundary line, 33.00 feet;

thence North 88 degrees 57 minutes 14 seconds East along said outside boundary line, 31.88 feet;

thence South 00 degrees 45 minutes 07 seconds East, 150.00 feet;

thence South 88 degrees 57 minutes 14 seconds West, 340.00 feet to the point of beginning.

Containing 1.40 acres, more or less.

Address/Location: SE Corner of Marquette Street NE and 4th Avenue NE, Long Prairie MN

From Agricultural Open (AO) to Residential (R1)

Section 3. Official Zoning Map Amendment

The City Clerk shall update the Zoning Map.

Section 4. Effective Date

Passed and adopted by the City Council of the City of Long Prairie, Minnesota, this 10th day of June, 2026.

Mayor Kreemer motioned to approve Ordinance No. 26-06-10-02 Amending the Official Zoning Map; motion was Seconded by Council Member Gripne. Unanimously Approved.

**CITY OF LONG PRAIRIE
TODD COUNTY, MINNESOTA**

**ORDINANCE NO. 26-06-10-03
AN ORDINANCE AMENDING CHAPTER 16 OF THE LONG PRAIRIE
CITY CODE BY ADDING SECTION 16.990 REGULATING SOLAR
ENERGY SYSTEMS**

THE CITY COUNCIL OF THE CITY OF LONG PRAIRIE, MINNESOTA, ORDAINS:

SECTION 1. AMENDMENT TO CHAPTER 16.

Chapter 16 of the Long Prairie City Code is hereby amended by adding Section 16.990, Solar Energy Systems, as follows:

SOLAR ENERGY SYSTEMS

16.990. Solar Energy Systems.

16.9901. Purpose and Intent.

The purpose of this section is to:

- (1) Encourage the safe, effective, and orderly use of solar energy systems.
- (2) Promote renewable energy development while protecting the public health, safety, welfare, and neighborhood character.
- (3) Provide clear and consistent standards for residential, commercial, industrial, agricultural, and utility-scale solar energy systems within the City of Long Prairie.

(4) Establish standards for the location, design, installation, maintenance, screening, operation, and decommissioning of solar energy systems.

16.9902. Definitions.

For purposes of this section, the following terms shall have the meanings given them:

(1) Solar Energy System. A device, array, panel, equipment, structure, or structural design feature used to collect solar energy and convert it to electricity, heat, or another usable form of energy.

(2) Roof-Mounted Solar Energy System. A solar energy system mounted on, attached to, or integrated into the roof of a principal or accessory building.

(3) Ground-Mounted Solar Energy System. A solar energy system mounted on the ground using a rack, pole, foundation, ballast, or similar mounting system.

(4) Solar Parking Canopy. A solar energy system mounted above a parking area, driveway, or similar improved area and designed to provide both solar energy collection and vehicle coverage.

(5) Residential Solar Energy System. A solar energy system accessory to a permitted or lawful residential use and designed primarily to serve the energy needs of the property on which it is located.

(6) Commercial, Industrial, Institutional, or Agricultural Accessory Solar Energy System. A solar energy system accessory to a permitted or lawful commercial, industrial, institutional, or agricultural use and designed primarily to serve the energy needs of the property on which it is located.

(7) Utility-Scale Solar Energy System. A solar energy system designed primarily to generate electricity for off-site use, sale, distribution, or delivery to a utility, transmission system, or other off-site energy user.

(8) Project Area. The area within the boundaries of a utility-scale solar energy system, including solar arrays, access drives, equipment, fencing, stormwater facilities, and related improvements.

(9) Decommissioning. The removal of a solar energy system, including panels, supports, foundations, electrical equipment, fencing, and related improvements, and restoration of the site as required by this section.

16.9903. General Standards Applicable to All Solar Energy Systems.

(1) Compliance with Applicable Codes. All solar energy systems shall comply with all applicable federal, state, and local laws, rules, regulations, and codes, including but not limited to:

- a. The Minnesota State Building Code;
- b. The National Electrical Code;
- c. Applicable fire safety requirements;
- d. Applicable zoning district standards; and
- e. Other applicable provisions of the Long Prairie City Code.

(2) Permits Required. No solar energy system shall be installed, constructed, expanded, or materially altered until all required permits and approvals have been obtained. Required permits may include, but are not limited to:

- a. Zoning permit or administrative zoning approval;
- b. Building permit;
- c. Electrical permit;
- d. Conditional use permit, when required by this section;
- e. Site plan review, when required by this section or other provisions of the City Code; and
- f. Airport-related, FAA, MnDOT Aeronautics, or Airport Layout Plan review, when applicable.

(3) Manufacturer Specifications. Solar energy systems shall be installed and maintained in accordance with manufacturer specifications and applicable industry standards.

(4) Glare. Solar panels shall be designed, located, and installed to minimize glare toward adjacent properties, public rights-of-way, and aviation facilities. The City may require a glare analysis when necessary to determine potential impacts.

(5) Maintenance. Solar energy systems shall be maintained in good repair and safe operating condition. Damaged, defective, or unsafe components shall be repaired or removed within a reasonable time as determined by the Zoning Administrator.

(6) Electrical Equipment. Inverters, transformers, batteries, and other electrical equipment shall be installed in accordance with applicable codes and shall be located or screened to minimize visual impacts when reasonably practicable.

(7) Lighting. Lighting associated with solar energy systems shall be limited to that necessary for safety and security. Lighting shall be shielded and directed downward to avoid glare onto adjacent properties and public rights-of-way. Motion-activated lighting shall be used where feasible.

(8) Noise. Solar energy system equipment, including inverters and transformers, shall comply with applicable Minnesota Pollution Control Agency noise standards.

(9) Impervious Surface. Solar panels and mounting systems shall not be considered impervious surface, provided that stormwater infiltration beneath and around the panels is maintained. Foundations, equipment pads, access drives, and other constructed surfaces may be counted as impervious surface as determined by the City.

(10) Drainage and Stormwater. Solar energy systems shall be designed and maintained so as not to cause erosion, flooding, concentrated runoff, or drainage impacts on adjacent properties or public rights-of-way.

(11) Abandoned Systems. A solar energy system shall be considered abandoned if it has not produced energy for a continuous period of twelve (12) months, unless the property owner demonstrates to the Zoning Administrator that the system is under repair or is otherwise intended to be returned to service. An abandoned solar energy system shall be removed by the property owner within one hundred eighty (180) days after notice from the City.

16.9904. Residential Solar Energy Systems.

(1) Applicability. Residential solar energy systems shall be permitted as an accessory use in all zoning districts where residential uses are permitted or lawfully exist, subject to the standards of this section.

(2) Types Allowed. The following residential solar energy systems may be allowed:

a. Roof-mounted solar energy systems; and

b. Ground-mounted solar energy systems.

(3) Roof-Mounted Systems. Roof-mounted residential solar energy systems shall comply with the following standards:

a. Panels shall not extend more than three (3) feet above the roof surface or roofline to which they are attached.

b. Panels shall not project beyond the edge of the roof.

c. Systems shall be mounted in a manner that does not interfere with required fire access, roof drainage, or building safety requirements.

(4) Ground-Mounted Systems. Ground-mounted residential solar energy systems shall comply with the following standards:

a. Maximum height shall be fifteen (15) feet.

b. Systems shall be located in the side or rear yard unless otherwise approved by the Zoning Administrator due to site conditions, solar access, or practical difficulty.

c. Systems shall meet the principal structure setback requirements of the applicable zoning district.

d. In no case shall a ground-mounted solar energy system be located closer than thirty (30) feet from an existing residential structure on an adjacent property.

(5) Lot Coverage. Ground-mounted residential solar energy systems shall not exceed ten percent (10%) of the total lot area.

(6) Screening. The Zoning Administrator may require landscaping, fencing, or other screening measures when necessary to reduce visual impacts on adjacent residential properties or public rights-of-way.

(7) Permits. Residential solar energy systems shall require all applicable zoning, building, electrical, and other permits prior to installation.

16.9905. Commercial, Industrial, Institutional, and Agricultural Accessory Solar Energy Systems.

(1) Applicability. Commercial, industrial, institutional, and agricultural solar energy systems that are accessory to a principal use shall be allowed in zoning districts where the principal use is permitted or lawfully exists, subject to the standards of this section.

(2) Types Allowed. The following accessory solar energy systems may be allowed:

a. Roof-mounted solar energy systems;

b. Ground-mounted solar energy systems; and

c. Solar parking canopies.

(3) Roof-Mounted Systems. Roof-mounted systems shall comply with applicable building, fire, and electrical code requirements.

(4) Ground-Mounted Systems. Ground-mounted systems shall comply with the following standards:

a. Maximum height shall be twenty (20) feet.

b. Systems shall meet the principal structure setback requirements of the applicable zoning district.

c. Systems shall be located at least fifty (50) feet from an existing residential structure on an adjacent property.

(5) Solar Parking Canopies. Solar parking canopies shall comply with applicable building, fire, electrical, parking, circulation, and site design requirements.

(6) Lot Coverage. Ground-mounted solar energy systems shall not exceed twenty-five percent (25%) of the total lot area and shall count toward the total lot coverage allowed within the zoning district.

(7) Screening. Ground-mounted systems visible from residential districts or residential uses may require landscaping, fencing, berming, or other screening measures as determined by the Zoning Administrator.

(8) Permits. Commercial, industrial, institutional, and agricultural accessory solar energy systems shall require all applicable zoning, building, electrical, and other permits prior to installation.

16.9906. Utility-Scale Solar Energy Systems.

(1) Applicability. Utility-scale solar energy systems are solar energy systems designed primarily to generate electricity for off-site use, sale, distribution, or delivery to a utility, transmission system, or other off-site energy user.

(2) Allowed Districts. Utility-scale solar energy systems may be allowed only in the following zoning districts, subject to conditional use permit approval:

a. Agricultural districts; and

b. Industrial districts.

(3) Conditional Use Permit Required. Utility-scale solar energy systems shall require approval of a conditional use permit in accordance with Section 16.630 of the Long Prairie City Code and all other applicable provisions of Chapter 16.

(4) Site Plan Review. Utility-scale solar energy systems shall require site plan review. The applicant shall submit all information reasonably required by the City to evaluate the proposed use, including but not limited to:

a. Existing and proposed property lines;

b. Existing and proposed structures;

c. Solar array locations;

d. Equipment locations;

- e. Access drives;
- f. Fencing;
- g. Landscaping and screening;
- h. Stormwater and drainage facilities;
- i. Utility connections;
- j. Topography and grading;
- k. Wetlands, shoreland, floodplain, or other regulated natural features;
- l. Adjacent land uses;
- m. Proposed construction phasing; and
- n. Any additional information required by the Zoning Administrator, Planning Commission, City Engineer, or City Council.

(5) Types Allowed. Utility-scale solar energy systems may include:

- a. Ground-mounted solar arrays;
- b. Inverters, transformers, substations, and utility equipment;
- c. Battery storage systems when approved as part of the conditional use permit;
- d. Access drives and internal service roads;
- e. Fencing and security improvements; and
- f. Other accessory equipment or facilities customarily incidental to the solar energy system.

(6) Maximum Height. Solar panels and mounting systems shall not exceed twenty (20) feet in height.

(7) Minimum Project Area. The minimum project area shall be five (5) acres.

(8) Lot Coverage. Solar panel coverage shall not exceed seventy percent (70%) of the total project area.

(9) Setbacks. Utility-scale solar energy systems shall meet all applicable zoning district setback requirements and the following minimum setbacks:

- a. Property lines: fifty (50) feet;
- b. Public road rights-of-way: seventy-five (75) feet;
- c. Residential zoning districts: one hundred (100) feet; and
- d. Existing residential structures on adjacent properties: one hundred fifty (150) feet.

When more than one setback applies, the most restrictive setback shall govern.

(10) Fencing. Utility-scale solar energy systems shall include perimeter fencing of at least six (6) feet in height unless a different height or design is approved by the City Council as part of the conditional use permit.

(11) Screening. Vegetative screening, berming, fencing, or other screening shall be required when the facility is adjacent to or visible from residential districts, residential uses, public roadways, parks, trails, or other sensitive areas, as determined by the City Council.

(12) Glare Analysis. The City may require a glare analysis prepared by a qualified professional when the facility may affect adjacent properties, public rights-of-way, airports, aviation facilities, or other sensitive receptors.

(13) Airport and Aviation Review. When applicable, the applicant shall coordinate with the Federal Aviation Administration, MnDOT Aeronautics, the City, and any affected airport authority regarding potential airport, airspace, or Airport Layout Plan impacts.

(14) Emergency Access. The applicant shall provide emergency access information and site plans to the City and emergency service providers. Access drives and gates shall be designed to accommodate emergency access as approved by the City.

(15) Conditions of Approval. The City Council may impose conditions necessary to protect the public health, safety, and welfare; ensure compatibility with adjacent land uses; mitigate impacts; ensure compliance with this section; and provide for site restoration and decommissioning.

16.9907. Agricultural Land Protection.

(1) Prime Agricultural Soils. Utility-scale solar energy systems should avoid placement on prime farmland soils where feasible, as defined or mapped by the United States Department of Agriculture Natural Resources Conservation Service.

(2) Soil Information. The City may require submission of a soil classification map or other soil information for the project site.

(3) Agricultural Compatibility. Utility-scale solar energy systems shall be designed and constructed to allow future restoration of the site to agricultural use where practicable.

(4) Construction Practices. Construction practices shall:

- a. Minimize soil compaction;
- b. Preserve topsoil during installation;
- c. Minimize grading and disturbance where feasible;
- d. Protect drainage patterns and drainage systems; and
- e. Stabilize disturbed areas to prevent erosion.

16.9908. Vegetation and Ground Cover Management.

(1) Ground Cover Required. Ground-mounted solar energy systems and utility-scale solar energy systems shall maintain permanent vegetative cover beneath and around solar panels, except for access drives, equipment pads, foundations, and other approved improvements.

(2) Approved Ground Cover. Ground cover may include:

- a. Native grasses;
- b. Pollinator-friendly vegetation;
- c. Low-growing vegetation suitable for stormwater infiltration;
- d. Turf grass where appropriate; or
- e. Other ground cover approved by the City.

(3) Vegetation Management Plan. Utility-scale solar energy systems shall submit a vegetation management plan describing:

- a. Proposed seed mixtures;
- b. Pollinator habitat, if proposed;
- c. Weed control measures;
- d. Erosion control measures;
- e. Establishment period maintenance;
- f. Long-term maintenance practices; and
- g. Replacement or reseeding procedures.

(4) Maintenance. Vegetation shall be maintained to prevent:

- a. Soil erosion;
- b. Noxious weeds;
- c. Excessive vegetation growth;
- d. Drainage problems; and
- e. Unsafe or nuisance conditions.

16.9909. Decommissioning Plan for Utility-Scale Solar Energy Systems.

(1) Plan Required. A decommissioning plan shall be required for all utility-scale solar energy systems prior to issuance of a building permit or commencement of construction.

(2) Contents. The decommissioning plan shall include, at a minimum:

- a. The anticipated useful life of the facility;
- b. The conditions under which the facility will be considered abandoned;
- c. Procedures for removal of solar panels, mounting systems, foundations, fencing, access drives not needed for continued use of the property, electrical equipment, and other improvements;
- d. Procedures for recycling, disposal, or reuse of materials;
- e. Procedures for site restoration;
- f. A schedule for decommissioning and site restoration;
- g. A decommissioning cost estimate prepared by a qualified professional; and
- h. Any other information required by the City.

(3) Removal and Restoration. Decommissioning shall include:

- a. Removal of solar panels and related equipment;
- b. Removal of mounting systems and foundations to a depth approved by the City;
- c. Removal of electrical equipment;
- d. Removal of fencing unless otherwise approved by the City;

e. Removal of access drives unless needed for continued use of the property and approved by the City;

f. Stabilization of disturbed areas; and

g. Restoration of the site to a condition reasonably suitable for agricultural or other lawful use.

(4) Time for Completion. Decommissioning shall be completed within one hundred eighty (180) days after abandonment or termination of the use, unless the City Council approves a longer period for good cause.

16.9910. Decommissioning Financial Assurance.

(1) Financial Assurance Required. Utility-scale solar energy systems shall provide financial assurance to ensure removal of the facility and restoration of the site.

(2) Beneficiary. Financial assurance shall be payable to or held for the benefit of the City of Long Prairie.

(3) Cost Estimate. The applicant shall submit a decommissioning cost estimate prepared by a qualified professional. The estimate shall include, at a minimum:

a. Removal of solar panels;

b. Removal of mounting systems and foundations;

c. Removal of electrical equipment;

d. Removal of fencing and access improvements;

e. Site restoration;

f. Disposal, recycling, or transportation costs; and

g. Administrative, inspection, and contingency costs.

(4) Salvage Value. The decommissioning cost estimate shall assume no salvage value for materials unless otherwise approved by the City Council.

(5) Form of Financial Assurance. Prior to construction, the applicant shall provide financial assurance in a form acceptable to the City, which may include:

a. Surety bond;

b. Letter of credit;

c. Escrow account; or

d. Other financial guarantee acceptable to the City.

(6) Review and Adjustment. The amount of financial assurance shall be reviewed at least once every five (5) years and may be adjusted by the City based on updated decommissioning cost estimates, inflation, site conditions, or other relevant factors.

(7) Release. Financial assurance shall not be released until the City has verified that decommissioning and site restoration have been completed in accordance with the approved decommissioning plan and all applicable City requirements.

16.9911. Administration and Enforcement.

(1) Zoning Administrator. The Zoning Administrator shall administer this section and may require information necessary to determine compliance with this section.

(2) Planning Commission Review. When a conditional use permit is required, the Planning Commission shall review the application and make a recommendation to the City Council in accordance with Section 16.630 and other applicable provisions of Chapter 16.

(3) City Council Approval. The City Council shall make the final decision on conditional use permit applications for utility-scale solar energy systems and may impose conditions as authorized by the Long Prairie City Code and Minnesota law.

(4) Conflicts. If a provision of this section conflicts with another provision of the Long Prairie City Code, the more restrictive provision shall apply unless otherwise required by law.

(5) Violations. Any violation of this section shall be subject to the enforcement provisions and penalties applicable to violations of Chapter 16 of the Long Prairie City Code.

SECTION 2. EFFECTIVE DATE.

This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed and adopted by the City Council of the City of Long Prairie, Minnesota, this 10th day of June, 2026.

Council Member Gripne motioned to approve Ordinance No. 26-06-10-03 Amending Chapter 16 by Adding Section 16.990 Regulating Solar Energy Systems; motion was Seconded by Council Member Krueger. Unanimously Approved.

**CITY OF LONG PRAIRIE
TODD COUNTY, MINNESOTA**

RESOLUTION NO. 26-06-10-17

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF
ORDINANCE NO. 26-06-10-03, AN ORDINANCE AMENDING CHAPTER
16 OF THE LONG PRAIRIE CITY CODE BY ADDING SECTION 16.990
REGULATING SOLAR ENERGY SYSTEMS**

WHEREAS, the City Council of the City of Long Prairie has adopted Ordinance No. 26-06-10-03, entitled “An Ordinance Amending Chapter 16 of the Long Prairie City Code by Adding Section 16.990 Regulating Solar Energy Systems”; and

WHEREAS, Ordinance No. 26-06-10-03 amends Chapter 16 of the Long Prairie City Code by establishing regulations for solar energy systems within the City of Long Prairie; and

WHEREAS, Minnesota Statutes, section 412.191, subdivision 4, authorizes the City Council, by a four-fifths vote of all its members, to direct that only the title of an ordinance and a summary be published; and

WHEREAS, Minnesota Statutes, section 331A.01, subdivision 10, establishes requirements for publication of an ordinance by title and summary; and

WHEREAS, the City Council finds that Ordinance No. 26-06-10-03 is lengthy; and

WHEREAS, the City Council further finds that publication of the title and summary of Ordinance No. 26-06-10-03 will clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Long Prairie, Minnesota, as follows:

1. The City Council hereby approves publication of Ordinance No. 26-06-10-03 by title and summary in accordance with Minnesota Statutes, section 412.191, subdivision 4, and Minnesota Statutes, section 331A.01, subdivision 10.
2. The approved title and summary of Ordinance No. 26-06-10-03 shall read as follows:

SUMMARY PUBLICATION OF ORDINANCE NO. 26-06-10-03

AN ORDINANCE AMENDING CHAPTER 16 OF THE LONG PRAIRIE CITY CODE BY
ADDING SECTION 16.990 REGULATING SOLAR ENERGY SYSTEMS

Ordinance No. 26-06-10-03 amends Chapter 16 of the Long Prairie City Code by adding Section 16.990, Solar Energy Systems. The ordinance establishes regulations for solar energy systems

within the City of Long Prairie, including residential, commercial, industrial, institutional, agricultural, and utility-scale solar energy systems.

The ordinance includes definitions and general standards for solar energy systems; establishes permit requirements; regulates roof-mounted, ground-mounted, accessory, and utility-scale solar energy systems; establishes standards for height, setbacks, lot coverage, screening, glare, safety, stormwater, vegetation management, agricultural land protection, abandonment, decommissioning, and financial assurance; and requires conditional use permit approval for utility-scale solar energy systems in allowed zoning districts.

A printed copy of the full ordinance is available for inspection during regular office hours at Long Prairie City Hall. A copy of the full ordinance may also be obtained by standard or electronic mail upon request.

3. The City Administrator is hereby authorized and directed to publish the title and summary of Ordinance No. 26-06-10-03 in the official newspaper in lieu of publishing the full text of the ordinance.
4. If this resolution does not receive the affirmative vote required by Minnesota Statutes, section 412.191, subdivision 4, the full text of Ordinance No. 26-06-10-03 shall be published as required by law.

Adopted by the City Council of the City of Long Prairie, Minnesota, this 10th day of June 2026.

Council Member Gripne motioned to approve Resolution No. 26-06-10-17 Authorizing Summary Publication of Ordinance No. 26-06-10-03 Amending Chapter 16 by Adding Section 16.990 Regulating Solar Energy Systems; motion was Seconded by Council Member Krueger. Unanimously Approved.

Pay App No. 3 to Hy-Tech Construction is for work completed through May 29th. As a reminder the majority of the project is funded through a FAA Grant. With 95% of the funds coming from FAA, 2.5% coming from the state and the remaining 2.5% split locally between the city and county. Currently the project is 62% complete.

Council Member Gripne motioned to approve Pay App. No. 3 to Hy-Tech Construction for \$322,265.30 for the Airport Hangar Project; motion was Seconded by Council Member Krueger. Unanimously Approved.

Pay App No. 12 to C&L Excavating is the second to last Pay Application for the Main Lift Station Approvements, this represents all work completed while retaining 5% of the contract.

Mayor Kreemer motioned to approve Pay App. No. 12 to C & L Excavating in the amount of \$71,911.47 for the Main Lift Station Improvements; motion was Seconded by Council Member Krueger. Unanimously Approved.

There were eight bids on the Water Tower Rehab Project to repaint and rehab the Watertower with the option to add lighting. Contractors could bid for the project work to be completed in 2026 or 2027 and with lighting as an extra option for council to make the final decision.

Council Member Schroeder motioned to award the contract to BRZ Coatings Incorporated in the amount of \$674,100.00 for the option that includes no lighting and for the construction in the year of 2026; motion was Seconded by Council Member Gripne. Unanimously Approved.

A Master Services Agreement between the City of Long Prairie and Bolton & Menk is now being required for the Riverside Park Grant, so that the city can be reimbursed through the grant for any work done by the engineering firm. This needs to be done before the DNR will disperse the first round of reimbursement to the city.

Mayor Kreemer motioned to approve the Master Services Engineering Agreement with Bolton & Menk and Task Order No. 1 for Riverside Park; motion was Seconded by Council Member Krueger. Unanimously Approved.

Council Member Krueger motioned to approve the hiring of the new Part-Time Beach Supervisors: Brooklyn Lux, Yessina Cortez, and (Lydia Ziemer if needed); motion was Seconded by Council Member Gripne. Unanimously Approved.

Council Member Krueger motioned to approve taking Full-Time Police Officer Daniel Stueck off of his 6-month probationary period; motion was Seconded by Council Member Schroeder. Roll Call Vote: Perez – Yes, Kreemer – Yes, Gripne – No, Schroeder – Yes, Krueger – Yes. Motion Approved.

Resolute Law Firm will assist the city with any issues related to union negotiations, employee grievances and any other kind of human resource issue. The city attorney suggested working with this firm to deal with these types of issues.

Mayor Kreemer motioned to approve the Legal Fee Agreement with Resolute Law LLC; motion was Seconded by Council Member Gripne. Unanimously Approved.

The following lease is for space within old city hall with the State of Minnesota for space to hold driver's license testing on Fridays, it is renewed every five years. The new lease is to increase the rent in 2027 and then to have a tiered increase of \$15 a year until the next renewal in 2032.

Council Member Gripne motioned to approve the lease agreement between the State of MN Lease PS0399 with the City of Long Prairie; motion was Seconded by Council Member Perez. Unanimously Approved.

During the Airport Commission meeting in March, it was brought up that the farmland lease should be looked into and increased. It was noted that the lease had not been looked over or

increased in a long time. This increase to the lease was presented to the airport commissioners first at the June 8th meeting and they would like to have the lease gradually increase for the next three years. It was also noted to the farmer that the FAA has stipulations for the height requirements of crops grown surrounding the airport and runway areas and this has now been added into the lease agreement.

Mayor Kreemer motioned to approve the Cash Farm Lease between the Long Prairie Airport Commission and Mark Buntjer for 2026; motion was Seconded by Council Member Krueger. Unanimously Approved.

The yearly lease with Las Maravillas Farms LLC is to rent land to the South of the industrial lots. The farmland is prime soil to grow vegetable crops, and there is also a water meter on site to irrigate the crops, and the renter is also charged for water usage.

Council Member Krueger motioned to approve the Lease with Las Maravillas Farms LLC Parcel #36-4015300 and the City of Long Prairie for the year of 2026; motion was Seconded by Mayor Kreemer. Unanimously Approved.

The Senior Center Building received multiple bids for various improvement projects to use the grant funds from Sourcewell. This includes roofing, insulation, windows, door replacement, entryway improvements and other exterior repairs. Each bid was considered separately as part of the City's effort to extend the life of the building and ensure its continued maintenance and use for the seniors. This will also increase the energy efficiency of the building to decrease utility costs for the center.

Council Member Gripne motioned to approve and accept the bid from Buttweiler's Do-All Inc. in the amount of \$17,240.00 with a 20 year warranty for the flat roof, the insulation bid from Tri County in the amount of \$1,825.00 to add to the existing insulation and Lightway Construction in the amount of \$22,286.57 to repair around the chimney, door replacement, entryway improvements and windows. Motion was Seconded by Council Member Krueger. Roll Call Vote: Perez – Yes, Kreemer – Abstained, Gripne – Yes, Schroeder – Yes, Krueger – Yes. Motion Approved.

There being no further business, Council Member Krueger motioned to adjourn the meeting; motion was Seconded by Council Member Gripne; unanimously approved meeting adjourned at 8:21 pm.

Candace Bruder, City Administrator/Clerk

James Kreemer, Mayor