

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JANUARY 19, 2017**

MEMBERS PRESENT:

Voting Members: Jim Freid, Joe Kodada, Dave Dols, Steve Cherney, and Ben Sticha
Council Representative: Scott Pelava

MEMBERS ABSENT:

None

STAFF PRESENT:

City Planner Benjamin Baker, City Administrator Joel Erickson, Police Chief Jason Schmitz, and Public Works Director Russ Vlasak

1. CALL TO ORDER

Chair Dols called the meeting to order at 6:30 pm in the Council Chambers at 415 Central Street West.

Chair Dols welcomed new member, Steve Cherney, to the Planning Commission. He also thanked John Duban for his many years of service to the Lonsdale community as a previous Planning Commissioner. Everyone thanked and applauded Duban, who was in attendance.

2. AGENDA

Dols asked if anyone had any additions or deletions to the agenda.

A motion was made by Kodada and seconded by Sticha to approve the agenda as presented. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

3. APPROVAL OF MINUTES

A motion was made by Freid and seconded by Cherney to approve the Minutes from the December 15, 2016 Regular Meeting as presented. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

a. Review Ordinance 2017-273, an Ordinance Approving the S-6 Supplement to the Lonsdale City Code

Dols read the public hearing notice, and he opened the hearing. Baker stated that the City typically tries to codify its ordinances every 2-3 years. He said that the City has adopted 18 ordinances since the last codification in 2012. The Planning Commission reviewed Supplement S-6 to the City Code produced by American Legal Publishing Corporation along with Ordinances 2012-253 thru 2016-270. Baker highlighted some of the noteworthy ordinances that were approved over the past few years. Dols invited anyone in the audience to comment on the proposed codification. No one responded to the invitation.

A motion was made by Kodada and seconded by Freid to close the public hearing. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried. The hearing closed at 6:36 pm.

b. Review the Lonsdale Business Park Second Addition Preliminary & Final Plat

Dols read the public hearing notice, and he opened the hearing. The Planning Commissioners reviewed the Staff Report and attached maps, including a location map, preliminary site plan, preliminary plat, and final plat. Baker explained that the City recently closed on a 3.25 acre parcel of land in the Lonsdale Business Park for the future home of Dispatch Trucking from rural Elko New Market. He said that the City is responsible for platting the new parcel. The Commission reviewed the proposed Lonsdale Business Park Second Addition Preliminary Plat and Final Plat, and they compared the final plat to the I-2 District Standards. Baker noted that before any construction starts, that: 1) an official Site Plan will need to be approved by the Planning Commission and City Council, and 2) a building permit needs to be approved by the Lonsdale Building Inspector. Dols asked if anyone in the audience wanted to comment on the plat. Baker said that no other written or verbal comments were received at City Hall. No one responded to the invitation.

A motion was made by Kodada and seconded by Sticha to close the public hearing. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried. The hearing closed at 6:43 pm.

6. GENERAL BUSINESS

a. Consider Approval of the 2017 Planning Commission Officers

The Planning Commission reviewed the current list of Planning Commission Officers. Freid suggested that Planning Commission Officer Positions remain the same as in 2016.

A motion was made by Freid and seconded by Sticha to approve the 2017 Planning Commission Officers as follows:

- *David Dols, Chair*
- *Joe Kodada, Vice-Chair*
- *Benjamin Baker, Secretary
(City Planner)*
- *Scott Pelava, Ex-Officio
(City Council Member)*
- *Joel Erickson, Ex-Officio
(City Administrator)*

Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

b. Consider Approval of Ordinance 2017-273, an Ordinance Approving the S-6 Supplement to the Lonsdale City Code

Baker noted that there was a public hearing held earlier in the meeting, and he asked if the Planning Commissioners had any further questions. Baker said that no written or verbal comments were received at City Hall.

A motion was made by Kodada and seconded by Sticha to recommend approval of Ordinance 2017-273. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

c. Consider Approval of the Lonsdale Business Park Second Addition Preliminary & Final Plat

Baker said that the required public hearing was held earlier in the meeting. The Planning Commission members discussed the planned Pond View Drive SE extension. Dols asked about fire hydrant locations. Cherney asked if the City would still construct the Pond View Drive SE extension to Garfield Avenue if Dispatch Trucking decides not to build a building right away and sit on the property. Erickson said that the recent land sale funds will go towards the construction of the new road project. He also noted that the Pond View Drive SE extension will provide better access to the Rezac Nature Preserve and compost site.

A motion was made by Kodada and seconded by Dols to recommend approval of the Lonsdale Business Park Second Addition Preliminary & Final Plat. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

d. Review, Discuss, and Provide Comments on Potential Regulations for Residential Off-Street Parking and Recreational Vehicles

Baker provided a recap on the progression of updating the City's off-street parking regulations. He went through the timeline, goals, presentations, and opportunities for public comments. Baker read through Lonsdale's current rules, and then he went through the updated proposed regulations for residential off-street parking. The Planning Commission members provided comments on specific parts of the ordinance. Freid suggested that any parking pads and driveways should be kept-up and look nice. Erickson said that further clarification may be needed for angled parking pad approaches. The Commissioners discussed how enforcement of existing vehicles would take place. They also talked about allowing a special permit/variance for residents with unique parcel configurations and obstacles. Erickson noted that certain criteria would need to be met before a special permit would be issued. Residents in the audience, including Dan Schmidt, Andy Tuma, and Ernie Koktavy, all living in the older parts of town, asked about their individual parking situations. Dols said that the Planning Commission is trying to come up with a realistic ordinance in terms of compliance and enforcement. Freid wondered how residents in the WELCO neighborhood would be affected by the proposed regulations, due to the shorter shared driveways and narrower right-of-way. He also wondered what could be done to make people clean out their garages. Erickson explained that the City can't force people to empty their garages, but the City can put restrictions on off-street parking. Freid asked about situations where rear yard parking is taking place off of a corner lot with an alley. Cherney suggested that it may be easier to have a different set of rules for the older parts of town due to the varying lot sizes and multiple accesses. The Commissioners discussed different ways to communicate the rules to the residents. Erickson said that it should be each property owner's responsibility to educate themselves on issues that may affect them and their property rights. The Commissioners discussed the idea of requiring a free permit to allow the City a chance to review each individual and unique parking situation. Baker noted that commercial vehicles will be discussed in a separate chapter. Overall, the Planning Commission members were generally agreeable to the proposed new regulations.

No formal action was taken on the subject.

e. Review and Discuss Proposed Ordinance Language that would Regulate Where Sexual Offenders may Reside within Lonsdale City Limits

The Planning Commission reviewed proposed ordinance language that would restrict where serious sex offenders could live within City Limits. Baker explained that the City is trying to take a proactive approach to the subject and limit where Level III Offenders could locate in town. The proposed ordinance language would prohibit such offenders from areas within 1,000 ft. of any place of worship, school, licensed daycare, park, or playground. Police Chief Schmiz provided more information on the subject, and explained the difference in levels and how the public notification system works. Cherney questioned if discrimination issues could arise from such an ordinance. Baker explained that cities in Minnesota, without a similar ordinance in place, could be targeted by State offender placement services as an easier place to potentially locate Level III Offenders. After review, the Planning Commission agreed with the proposed ordinance language.

A motion was made by Kodada and seconded by Sticha to approve the agenda as presented. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

7. MISCELLANEOUS

None

8. ADJOURNMENT

A motion was made by Sticha and seconded by Freid to adjourn the meeting. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried. The meeting ended at 8:17 pm.

Respectfully Submitted:

Benjamin Baker, City Planner