

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JANUARY 22, 2024**

1. CALL TO ORDER

J. Kodada called the meeting to order at 6:48 pm in the Council Chambers at 415 Central Street West.

2. PLEDGE OF ALLEGIANCE

Everyone stood and recited the pledge of allegiance.

3. ROLL CALL

Members Present: Jim Fried, Jeremy Brainerd, Joe Kodada, Mark Ward, and Council Member Kevin Kodada

Members Absent: Lance Benninghoff

City Staff Present: City Administrator Joel Erickson, Public Works Director Joe Dornfeld, and Community Development Planner Cory Hinz-Ibarra

4. APPROVAL OF AGENDA

J. Kodada asked if anyone had any additions, deletions, or corrections to the agenda. A motion was made by Fried and seconded by Ward to approve the agenda as presented. Vote for: Fried, Brainerd, J. Kodada, and Ward; Against: None. Vote: 4-0. Motion carried.

5. APPROVAL OF MINUTES FROM THE DECEMBER 18, 2023 REGULAR MEETING

J. Kodada asked if anyone had any additions, deletion, or corrections to the minutes. A motion was made by Ward and seconded by Fried to approve the minutes from the December 18, 2023 Regular Meeting with the noted correction. Vote for: Fried, Brainerd, J. Kodada, and Ward; Against: None. Vote: 4-0. Motion carried.

6. PUBLIC HEARINGS

a. Ordinance 2024-322, an Ordinance Amending City Code 153.007 – Accessory Building, Structures, Uses

J. Kodada opened the Public Hearing for Ordinance 2024-322, an Ordinance Amending City Code 153.007 – Accessory Building, Structures, Uses. Erickson summarized the updates that Staff and the Commission were recommending for Ordinance 2024-322. No public comments were received prior to or at the Public Hearing. J. Kodada recommended closing the Public Hearing. A motion was made by Fried and seconded by Brainerd to close Public Hearing for Ordinance 2024-322. Vote for: Fried, J. Kodada, Ward, and Brainerd; Against: None. Vote: 4-0. Motion carried.

b. Ordinance 2024-323, Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks)

J. Kodada opened Public Hearing for Ordinance 2024-323, Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks). Erickson summarized the updates that Staff and Commission were recommending for Ordinance 2024-323. No public comments were received prior to or at the Public Hearing. J. Kodada recommended closing the Public Hearing. A motion was made by Brainerd and seconded by Ward to close the Public Hearing for Ordinance 2024-323. Vote for: Fried, J. Kodada, Ward, and Brainerd; Against: None. Vote: 4-0. Motion carried.

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

a. Nominate and Elect Planning & Zoning Commission Officers for 2024

Erickson said Mayor Rud received approval of Resolution 2023-46, a Resolution Designating Appointments for 2024 at the December 28, 2023 Lonsdale City Council Meeting. Erickson said per City Code 153.021 Planning & Zoning Commission (C), at the first meeting of each calendar year, voting members of the Commission shall select a chair, a vice-chair, and a secretary, each to serve throughout the year until a successor is chosen. Erickson requested if there were any changes to the 2024 Planning & Zoning Commission appointments and the Commission approved the following Planning Commission 2024 Officer List:

- Joe Kodada, Chair
- Lance Benninghoff, Vice-Chair
- Cory Hinz-Ibarra, Secretary
- Kevin Kodada, Non-Voting Member (Appointed Council Representative)

A motion was made by Fried and seconded by Brainerd to nominate and elect Planning and Zoning Commission Officers for 2024. Vote for: Fried, J. Kodada, Ward, and Brainerd; Against: None. Vote: 4-0. Motion carried.

b. Consider Approval of Ordinance 2024-322 Amending City Code 153.007 – Accessory Building, Structures, Uses

Erickson said based upon the Public Hearing from earlier in the meeting, Staff is requesting the Planning & Zoning Commission's approval to move Ordinance 2024-322 for City Council approval at the January 29, 2024 Council Meeting. Erickson summarized the changes to Ordinance 2024-322 and informed the Commission that no public feedback was received prior to or at the January 22, 2024 Planning & Zoning Meeting.

A motion was made by Ward and seconded by Fried to approve Ordinance 2024-322, Amending City Code 153.007 – Accessory Building, Structures, Uses. Vote for: Fried, J. Kodada, Ward, Brainerd; Against: None. Vote: 4-0. Motion carried.

c. Consider Approval of Ordinance 2024-323 Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks)

Erickson said based upon the Public Hearing from earlier in the meeting, Staff is requesting the Planning & Zoning Commission's approval to move Ordinance 2024-323 for City Council approval at the January 29, 2024 Council Meeting. Erickson summarized the changes to Ordinance 2024-323 and informed the Commission that no public feedback was received prior to or at the January 22, 2024 Planning & Zoning Meeting.

A motion was made by Ward and seconded by Fried to approve Ordinance 2024-323, Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks) Vote for: Fried, J. Kodada, Brainerd, and Ward; Against: None. Vote: 4-0. Motion carried.

d. Discussion and Review of 2024 Goals & Objectives

Ibarra said Staff introduced the discussion of the Planning & Zoning Commission's 2024 Goals / Objectives at the October 16, 2023 meeting. Ibarra summarized the Commission's direction from the October 16th meeting and opened the discussion to the Commission to finalize the 2024 Goals & Objectives. Staff and the Commission collaboratively formed the following 2024 Planning & Zoning Goals / Objectives:

- Continue to explore multifamily housing opportunities and locations within the City of Lonsdale.
- Continue to review and update City Ordinances to improve internal and external city services.
- Develop and propose Cannabis City Code / Ordinance: sale, licensing, etc.
- Discuss and review City Code Chapter 112: Tobacco Regulations.
- Discuss and review City Code 153.079 Signs. Evaluate Billboard code language.

Informational Only

e. Discuss and Review City Code 153.021 Planning and Zoning Commission

Ibarra said Staff requested the annual review of City Code 153.021 Planning and Zoning Commission. Ibarra said Staff and the Commission reviewed and discussed City Code 153.021 and no proposed changes to City Code 153.01 were recommended by the Commission or Staff for 2024.

Informational Item Only

f. Consider Approval to Schedule a Public Hearing on February 26, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-325, an Ordinance Enacting & Adopting a Supplement (S-12) to the Code of Ordinances for the City of Lonsdale, Minnesota and Declaring an Emergency

Ibarra said Staff recommended to the Planning & Zoning Commission to consider approval to schedule a Public Hearing on February 26, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-325, an Ordinance Enacting & Adopting a Supplement (S-12) to the Code of Ordinances for the City of Lonsdale, Minnesota and Declaring an Emergency. Ibarra said in order to officially update the City Code with the latest ordinances, the Planning & Zoning Commission and City Council must approve Ordinance 2024-325, adopting Supplement S-12 to the Lonsdale Code of Ordinances. Ibarra said Supplement S-12 was prepared by the American Legal Publishing Corporation of Cincinnati.

A motion was made by Fried and seconded by Brainerd to schedule a Public Hearing on February 26, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-325, an Ordinance Enacting & Adopting a Supplement (S-12) to the Code of Ordinances for the City of Lonsdale, Minnesota and Declaring an Emergency. Vote for: Fried, J. Kodada, Ward, and Brainerd; Against: None. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

None

12. ADJOURNMENT

A motion was made by Fried and seconded by Ward to adjourn the meeting at 7:35 p.m.

Vote for: Fried, J. Kodada, Ward, and Brainerd; Against: None. Vote: 4-0. Motion carried.

Respectfully Submitted:

Cory Hinz-Ibarra, Community Development Planner