

MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JANUARY 24, 2022

MEMBERS PRESENT:

Voting Members: Jim Freid, Joe Kodada, Mark Ward, and Lance Benninghoff
Council Representative: Kevin Kodada

MEMBERS ABSENT:

Lou Jirik

STAFF PRESENT:

City Planner Benjamin Baker and Public Works Director Russ Vlasak

1. CALL TO ORDER

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

The Commissioners welcomed newly appointed Commission Member Lance Benninghoff. Benninghoff provided an overview of his extensive background in zoning and economic development.

2. AGENDA

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

A motion was made by Freid and seconded by Ward to approve the agenda as presented. Vote for: Freid, Kodada, Ward and Benninghoff; Against: None. Vote: 4-0. Motion carried.

3. APPROVAL OF MINUTES

J. Kodada asked if anyone had any comments or corrections to the Minutes.

A motion was made by Freid and seconded by Ward to approve the Minutes from the November 1, 2021 Regular Meeting as presented. Vote for: Freid, Kodada, Ward and Benninghoff; Against: None. Vote: 4-0. Motion carried.

4. PUBLIC COMMENT

Steve Cherney, 1509 Connecticut Drive SE, stated that he applied for the Planning Commission but was not appointed. He stated that Lance Benninghoff was a good choice for the vacancy.

5. PUBLIC HEARINGS

None

6. GENERAL BUSINESS

a. Nominate and Appoint Planning Commission Officers for 2022 (Chair, Vice Chair, and Secretary)

Baker stated that the Planning Commission approves officers annually. Chair J. Kodada asked for nominations for the officer positions. Fried first nominated Joseph Kodada as Chair and Mark Ward as Vice Chair. Ward stated that Benninghoff has more experience, and he recommended Benninghoff for Vice-Chair. Fried revised his nomination to appoint J. Kodada as Chair and Benninghoff as Vice Chair.

A motion was made by Freid and seconded by Benninghoff to nominate and appoint the following officers:

- Joe Kodada, Chair
- Lance Benninghoff, Vice-Chair
- Benjamin Baker, Secretary (City Planner)
- Kevin Kodada – Ex-Officio (City Council Member)
- Joel Erickson, Ex-Officio (City Administrator)

Vote for: Freid, Kodada, Ward, and Benninghoff; Against: None. Vote: 4-0. Motion carried.

b. Review and Consider a Proposed Ordinance Amendment to City Code §153.021, Planning & Zoning Commission

Baker asked the Commission to review a few minor, red-lined updates to the Planning and Zoning Commission chapter of the City Code. He noted that the ordinance needed minor updates regarding the appointment process, conflict-of-interest, and meeting dates. The Commissioners reviewed and agreed with the proposed changes and updates.

A motion was made by Benninghoff and seconded by Freid to schedule a public hearing for the next Planning Commission meeting to hear public comments regarding the proposed ordinance amendment. Vote for: Freid, Kodada, Ward and Benninghoff; Against: None. Vote: 4-0. Motion carried.

c. 2021 Community Development/Planning & Zoning – Year-in-Review

The Planning Commissioners reviewed an extensive list of items, projects, and accomplishments from 2021, while Baker provided comments on each of the listed items. Some of the items included permits issued, the iWorQ building permit system, approval of the landscape ordinance/final grade policy, review of the sign ordinance and first amendment rights, review of the Park Place Business Development & Storage Project, and land development.

d. Review Proposed Driveway Access & Curb-Cut Regulations

Baker said that last year, the City approved a CUP for a second driveway curb cut access along 2nd Avenue NW. He noted that members of the City Council and Planning Commission have since suggested that additional curb cut requests for single-family homes should be handled administratively. Baker explained that administrative permits, such as right-of-way permits, can typically be processed in a timelier manner and at less of an expense to the applicant compared to going through the land use permit and public hearing process. Baker summarized the proposed changes to the curb cut ordinance, including: 1) addressing driveway accesses, 2) specifying widths for non-single family uses, 3) processing permits by means of a right-of-way permit and not a conditional use permit, and 4) designating the City Engineer, or his/her designee, to approve or deny such requests. The Commissioners reviewed the proposed changes and looked at the current driveway plates/standards. Baker stated that most cities only allow one 24 ft. wide driveway.

A motion was made by Benninghoff and seconded by Freid to schedule a public hearing for the next Planning Commission meeting to hear public comments regarding the proposed ordinance amendment. Vote for: Freid, Kodada, Ward and Benninghoff; Against: None. Vote: 4-0. Motion carried.

e. Review Food Truck Information and Proposed Regulations

Baker provided an overview on food trucks. He said that mobile food units or food trucks have been gaining popularity in recently years. He stated that over the past few years, the City has received more inquiries and interest in food trucks. Baker mentioned that food trucks were allowed to park at the Jayce Park parking lot with a paid \$30 park reservation the past two years. Baker noted that local churches and businesses have hosted food trucks on private property. Baker said that the Council expressed willingness to allow regulated or licensed food trucks in town. Baker reviewed a list of 15 items to consider, when regulating food trucks. He stated that the Police Chief, City Administrator, and himself came up with some initial proposed regulations, including requiring: 1) a \$15/day or \$200/year license, 2) a certificate of insurance, 3) food trucks located on public property need to be parked at Trcka Park, Trender Memorial Park, or Jaycee Park, 4) a license duration of 21 days annually, and 5) operating hours from 7am – 10pm. The Commissioners reviewed LMC Food Truck Regulation info and a related article from North Mankato. The Commission discussed options to make sure that food trucks keep the and park grounds clean and picked up.

A motion was made by Ward and seconded by Freid to schedule a public hearing for the next Planning Commission meeting to hear public comments regarding the proposed ordinance amendment. Vote for: Freid, Kodada, Ward and Benninghoff; Against: None. Vote: 4-0. Motion carried.

7. MISCELLANEOUS

- *Housing*

Baker and the Commissioners reviewed and discussed recent items related to housing affordability and availability, including: 1) State Lawmakers Push to Bypass Zoning Ordinances; Local Leaders Push Back; 2) LMC - Housing is Local – Post 1 & Post 2; and 3) Housing Industry News articles and statistics. The Commissioners agreed that Lonsdale is headed in the right direction and that decision in terms of housing, specifically, zoning and PUDs should be kept local and not bypassed by the state legislator.

8. ADJOURNMENT

A motion was made by Freid and seconded by Ward to adjourn the meeting. Vote for: Freid, Kodada, Ward and Benninghoff; Against: None. Vote: 4-0. Motion carried. The meeting ended at 7:35 pm.

Respectfully Submitted:

Benjamin Baker, City Planner