

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JANUARY 25, 2021**

MEMBERS PRESENT:

Members: Jim Freid, Lou Jirik, Joe Kodada, Kevin Kodada, and Dave Webb

MEMBERS ABSENT:

Mark Ward

STAFF PRESENT:

City Planner Benjamin Baker and City Administrator Joel Erickson

1. CALL TO ORDER

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

2. AGENDA

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

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

3. APPROVAL OF MINUTES

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

A motion was made by Freid and seconded by Webb to approve the Minutes from the December 14, 2020 Regular Meeting as presented. Vote for: Freid, Jirik, Kodada, and Webb; Against: None. Vote: 4-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

- a. None Review the Willow Creek Commons 4th Addition Preliminary/Final Plat (Associated with the Development of the New Lonsdale Police Department Facility)
Chair Kodada opened the public hearing. Baker presented the Commission with a detailed staff report to review. He went through the report, including the location, legal description, property size, owner/applicant, engineer, land use request, existing conditions, development history, zoning, overview, and associated maps. He said that the City of Lonsdale is proposing to develop 1.1 acres within Willow Creek Heights/Commons for a new 6,300 s.f. Police Department facility. He said that the Council and Planning Commission previously approved the site plan per Resolution 2020.56. Baker explained that a new plat turns the current unbuildable Outlot A into an official buildable lot and dedicated right-of-way for Commerce Drive SE. Jirik asked why Outlots are considered unbuildable. Baker provided examples from the Rolling Ridge Market Place and Business Park to explain how Outlots are further subdivided once a more detailed plan is established. The Commissioners reviewed the attached associated maps, preliminary plat, and final plat. Baker noted that a 165 ft. long x 25 ft. wide drainage and utility easement was shown on the plat for the proposed underground sewer and water for the new facility.

A motion was made by Freid and seconded by Webb to close the public hearing. Vote for: Freid, Jirik, Kodada, and Webb; Against: None. Vote: 4-0. Motion carried. The public hearing was closed.

6. GENERAL BUSINESS

- a. Nominate and Appoint Planning Commission Officers for 2021
The Commissioners reviewed the Planning Commission section of the City Code. Fried suggested keeping Joe Kodada as Chair and Mark Ward as Vice Chair. Webb stated that he would be willing to serve as Vice Chair. Jirik and Kodada stated that they felt more comfortable voting once Ward was in attendance. All the Board members agreed that agenda item should be tabled and discussed once all the members were present.

A motion was made by Freid and seconded by Webb to table the annual appointment of Planning Commission Officers until the next meeting. Vote for: Freid, Jirik, Kodada, and Webb; Against: None. Vote: 4-0. Motion carried.

- b. Consider Approval of the Willow Creek Commons 4th Addition Preliminary/Final Plat (Associated with the Development of the New Lonsdale Police Department Facility)
Baker stated that a public hearing was held earlier in the meeting. He noted that there were no written or verbal comments. Baker explained the development projects associated with the previous three subdivisions to Willow Creek Commons. He recommended approval of the resolution approving Willow Creek Commons 4th Addition Preliminary/Final Plat.

A motion was made by Freid and seconded by Jirik to recommend approval of the resolution, approving Willow Creek Commons 4th Addition Preliminary/Final Plat . Vote for: Freid, Jirik, Kodada, and Webb; Against: None. Vote: 4-0. Motion carried.

c. 2020 Community Development/Planning & Zoning – Year-in-Review

The Planning Commissioners reviewed an extensive list of items, projects, and accomplishments from 2020, while Baker provided comments on each of the listed items.

d. Update on New Home Landscaping Escrow and Ordinance

Baker explained that the Council recently approved an increase in the landscape escrow for new homes from \$3,000 to \$5,000. He said that the increase was necessary due to inflation over the past 15-20 years. Baker said that the City was forced to sod a yard in Harmony Meadows during the summer of 2020, and the cost for just the sod came in considerably over \$3,000. He explained that the cost of a grading as-built survey, finish grading work, trees, and sod is now around \$5,000 or more. Jirik questioned whether sod was a better product than seed. Baker and Erickson explained that although in some cases seed can turn out as a well-established ground cover, the City is assured instant erosion control, less complaints, a more visually pleasing finished product with sod. The Commissioners discussed the pros and cons of weed control, hydroseeding, seeding, and sod.

Baker said that he would like to have the Planning Commission review and consider updating City Code §153.062, Landscaping & Turf Establishment, along with establishing a Final Grading Policy at their next few meetings.

7. MISCELLANEOUS

Erickson provided an update on the bidding process for the Police Department facility. He also gave an update on the potential AES business coming to the Lonsdale Business Park.

8. ADJOURNMENT

A motion was made by Freid and seconded by Webb to adjourn the meeting. Vote for: Freid, Jirik, Kodada, and Webb; Against: None. Vote: 4-0. Motion carried. The meeting ended at 7:16 pm.

Respectfully Submitted:

Benjamin Baker, City Planner