

MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JANUARY 27, 2020

MEMBERS PRESENT:

Members: Jim Freid, Joe Kodada, Kevin Kodada, Mark Ward, and Dave Webb

MEMBERS ABSENT:

Lou Jirik

STAFF PRESENT:

City Planner Benjamin Baker and City Administrator Joel Erickson

1. CALL TO ORDER

Vice-Chair Kodada called the meeting to order at 6:55 pm in the Council Chambers at 415 Central Street West.

The Commissioners welcomed new Planning Commissioners Lou Jirik, Dave Webb, and Kevin Kodada. Baker said that previous Chair Dave Dols would be presented a Certificate of Appreciation at an upcoming City Council meeting.

2. AGENDA

Dols 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 Webb; Against: None. Vote: 4-0. Motion carried.

3. APPROVAL OF MINUTES

Dols 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 November 18, 2019 Regular Meeting as presented. Vote for: Freid, Kodada, Ward, and Webb; Against: None. Vote: 4-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

None

6. GENERAL BUSINESS

a. Nominate and Appoint Planning Commission Officers for 2020

The Commissioners reviewed the Planning Commission section of the City Code. Fried suggested and nominated Joe Kodada as Chair and Mark Ward as Vice Chair.

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

- Joe Kodada, Chair
- Mark Ward, 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 Webb; Against: None. Vote: 4-0. Motion carried.

b. Update on a Petition Submitted by Chaska Investments for Annexation of 20 Acres of Land Located Along the 6500 Block of Halstad Avenue (Co Rd 96)

Baker provided the Commission with an update on the previously reviewed 20 acre annexation petition from Chaska Investments. He said that Ordinance 2019-299 and MBAU Docket A-8245 were both approved by the City Council and State of Minnesota respectively. The Commission reviewed the annexation approval and associated updated boundary survey.

c. Discuss Potential Landscape Escrow (\$3,000.00) Forfeiture/Penalty Fee for Not Sodding the Entire Yard on New Residential Homes

Baker stated that at their annual meeting on January 2nd, while discussing the 2020 Fee Schedule, the City Council directed the Planning Commission to review and discuss whether a penalty fee is needed for new home owners/contractors that seed or do not sod their entire yard per City Code. Baker reviewed the new home building process, associated fees, and requirements for release of the landscape escrows. Baker stated that the goal of the landscape escrow is to encourage contractors and new home owners to sod their yard promptly in order to receive their \$3,000 back. He mentioned that over the years, the City has had to babysit contractors/new home owners to get their sod installed in a timely manner, which can be a waste of City Staff time. Baker noted that it can take multiple years before a seeded yard becomes fully established, which at that point, the contractor may be gone and the home may have been sold again.

The Commissioners and Staff talked about the benefits of sod for both erosion and nuisance control. The Commissioners discussed different options to help with the situation, including raising the escrow fee, stronger City Code enforcement, and City initiated completion of unfinished landscaping items. The Commission suggested that Staff try stronger enforcement techniques to avoid having to increase the up-front cost of a building permit. Baker said that Staff will take notes during the first half of 2020 and potentially bring the topic back before the Planning Commission in August, if needed.

d. 2019 Community Development – Year-in-Review

The Planning Commissioners reviewed an extensive list of items, projects, and accomplishments from 2019, while Baker provided comments on each of the listed items. K. Kodada noted that at the last Council meeting, the CEO from BEVCOMM stated that Lonsdale’s recently adopted Cat-6/Coax ordinance for new homes was great.

e. 2019 Community Development Report

The Planning Commission members reviewed a 26-page Community Development and Building Report drafted by Baker. Baker went through the entire report which detailed 2019 statistics, maps, charts, and graphs, including: building permits, area cities comparisons, home builders, residential lot inventory, land owners, fees collected, home sales, commuting distance, and population change. Baker noted that Lonsdale had more new home permit in 2019 compared to Lonsdale’s six neighboring communities. He reviewed the 2019 land use applications. Baker also provided stats for the WAC/SAC and building permit revenues. Baker said that 264 building permits were issued in 2019. He said that the total value of permits was similar to the previous year. He said that fences, decks, and re-roofing permits topped the list of other residential permits issued in 2019. Baker highlighted the associated graphs, charts, maps, and spreadsheets. Baker noted that steady development should continue over the next few years with Loomis and LGI Homes in town, but additional residential lots are need to be constructed in the near future to continue Lonsdale’s growth trend. The Commissioners thanked Baker for the detailed report.

7. MISCELLANEOUS

8. ADJOURNMENT

A motion was made by Freid and seconded by Webb to adjourn the meeting. Vote for: Freid, Kodada, Ward, and Webb; Against: None. Vote: 4-0. Motion carried. The meeting ended at 7:54 pm.

Respectfully Submitted:

Benjamin Baker, City Planner