

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
DECEMBER 18, 2023**

1. CALL TO ORDER

J. Kodada called the meeting to order at 6:58 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, Lance Benninghoff, and Council Representative Kevin Kodada

Members Absent: None

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, Ward, and Benninghoff; Against: None. Vote: 5-0. Motion carried.

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

J. Kodada asked if anyone had any additions, deletion, or corrections to the minutes. A motion was made by Fried and seconded by Ward to approve the minutes from the November 18, 2023 Regular Meeting with the noted correction. Vote for: Fried, Brainerd, J. Kodada, Ward, and Benninghoff; Against: None. Vote: 5-0. Motion carried.

6. PUBLIC HEARINGS

Non

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF CONSENT AGENDA

None

9. OLD BUSINESS

- a. Review Ordinance 2024-322, an Ordinance Amending City Code 153.077 – Accessory Building, Structures, Use and Review Ordinance 2024-323 Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks) and Schedule Public Hearing on January 22, 2024 at 6:45 pm or Shortly Thereafter

Erickson said Staff was requesting the Planning and Zoning Commission to conduct the final review and approval of the following City Codes and Ordinances: City Code 153.007 Accessory Buildings, Structures, Uses (3) Storage or Tool Shed and Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks). Erickson reviewed City Code 153.007 Accessory Buildings, Structures, Uses line by line and received the Commission's recommendation to make the following changes:

- #10. The color shall be compatible with the principal structure.
- C. Residential Districts / (1). Accessory: ½ - 1 acre 1,100 square feet / Max 1,100 square feet
- (3) Sheds may encroach on side or rear yard setbacks, except in the case of a side yard setback of a corner lot abutting a public street. When encroachment into required side or rear yard setbacks is allowed, such sheds shall be setback at least five feet from all adjoining lots.

The Commission approved the remaining Staff recommendations for Ordinance 2024-322, an Ordinance Amending City Code 153.077 – Accessory Building, Structures, Use. Erickson reviewed Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks) line by line with the Commission. The Commission approved Staff's recommendation for Ordinance 2024-323 Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks). The Commission supported the Staff's recommendation to move forward with scheduling the Public Hearings for Ordinance 2024-322 and Ordinance 2024-323.

10. NEW BUSINESS

- a. Consider approval to schedule a Public Hearing on January 22, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-322 Amending City Code 153.077 – Accessory Building, Structures, Uses

Erickson said Staff have reviewed and collected the Planning and Zoning Commission's recommendations to amend City Code 153.077 Accessory Building, Structures, Uses. Erickson said with the review completed, Staff is recommending the Planning & Zoning Commission consider approval to schedule a Public Hearing on January 22, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-322 Amending City Code 153.077 – Accessory Building, Structures, Uses. Erickson said to officially update the City Code with the latest ordinances, a Public Hearing must be held, the Planning & Zoning Commission and City Council must approve Ordinance 2024-322 Amending City Code 153.077 – Accessory Building, Structures, Uses.

A motion was made by Ward and seconded by Brainerd to schedule a Public Hearing on January 22, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-322 Amending City Code 153.077 – Accessory Building, Structures, Uses
Vote for: Fried, J. Kodada, Ward, Brainerd, and Benninghoff; Against: None. Vote: 5-0.
Motion carried.

b. Consider approval to schedule a Public Hearing on January 22, 2024 at 6:45 pm or shortly thereafter for Ordinance 2023-323 Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks)

Erickson said Staff have reviewed and collected the Planning and Zoning Commission's recommendations to amend City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks). Erickson said with the review completed, Staff is recommending the Planning & Zoning Commission to consider approval to schedule a Public Hearing on January 22, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-323 Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks). Erickson said to officially update the City Code with the latest ordinances, a Public Hearing must be held, the Planning & Zoning Commission and City Council must approve Ordinance 2024-323 Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks). A motion was made by Fried and seconded by Benninghoff to schedule a Public Hearing on January 22, 2024 at 6:45 pm or shortly thereafter for Ordinance 2024-323 Amending City Code Title XI, Business Regulations Adding 116, Mobile Food Units (Food Trucks) Vote for: Fried, J. Kodada, Ward, Brainerd, and Benninghoff; Against: None. Vote: 5-0. Motion carried.

c. Consider Approval to Reschedule the January & February Meeting Dates

Erickson said Staff is requesting to reschedule the January 15, 2024 meeting to January 22, 2024 and to reschedule the February 19, 2024 meeting to February 26, 2024 at 6:45 pm due to January 15th meeting falling on Martin Luther King Jr. Day and February 19th scheduled on Presidents' Day. A motion was made by Fried and seconded by Benninghoff to reschedule the January 15, 2024 meeting to January 22, 2024 and to reschedule the February 19, 2024 meeting to February 26, 2024 at 6:45 pm. Vote for: Fried, J. Kodada, Ward, Brainerd, and Benninghoff; Against: None. Vote: 5-0. Motion carried.

d. Review the Purchase of 103 15th Ave SE for Compliance with the City's Comprehensive Plan

Erickson said with the clinic closing, the City is interested in purchasing the property for a City Hall/Library. Erickson said according to Minnesota State Statute 412.211, cities have the authority to purchase property inside or outside the city limits. Erickson said in addition, per Minnesota State Statute 462.356, subd. 2, since the City has a Comprehensive Plan, the Planning Commission is required to review the purchase for compliance with the Plan and report to the City Council within 45 days. Erickson said the City adopted the current Plan in 2016, Chapter 8 – Community Facilities and Public Services, addressing existing facilities and recommendations with the Plan addressing an expansion of City Hall on site or it to be included with a larger facility. Erickson said with the Clinic property coming up for sale, the City approached the Clinic prior to it being

listed and has negotiated a purchase price and is finalizing a purchase agreement. Erickson said the purchase of the property for a City Hall/Library complies with the intent of the Plan and planning/decisions made since the plan was adopted. A motion was made by Fried and seconded by Ward to approve Planning Commission Resolution No. 2023-01, a Resolution Finding that the Acquisition of Certain Property by the City of Lonsdale is in Compliance with the City's Comprehensive Plan. Vote for: Fried, J. Kodada, Ward, Brainerd, and Benninghoff; Against: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

None

12. ADJOURNMENT

A motion was made by Benninghoff and seconded by Brainerd to adjourn the meeting at 7:50 p.m. Vote for: Fried, J. Kodada, Ward, Brainerd, and Benninghoff; Against: None. Vote: 5-0. Motion carried.

Respectfully Submitted:

Cory Hinz-Ibarra, Community Development Planner