

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
APRIL 20, 2017**

MEMBERS PRESENT:

Voting Members: Jim Freid, Dave Dols, and Steve Cherney
Council Representative: Scott Pelava

MEMBERS ABSENT:

Joe Kodada and Ben Sticha

STAFF PRESENT:

City Planner Benjamin Baker and City Administrator Joel Erickson

1. CALL TO ORDER

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

2. AGENDA

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

A motion was made by Freid and seconded by Dols to approve the agenda as presented. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 3-0. Motion carried.

3. APPROVAL OF MINUTES

Dols asked if anyone had any additions or deletions to the Minutes. Baker suggested a change to the sentence wording in Agenda Item 6(d) on Page 3.

A motion was made by Freid and seconded by Dols to approve the Minutes from the March 16, 2016 Regular Meeting as presented. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

- a. Review Ordinance 2017-275, an Ordinance Updating Off-Street Parking Regulations
Dols read through the public hearing notice, and he opened the hearing.

Baker stated that since September 2016, the City has held seven public meetings concerning the topic of off-street parking. Baker said that the City found that opinions on the topic varied greatly, ranging from one extreme of residents who are very concerned with having a nice looking community and kept up neighborhoods to the other extreme of residents that tend to be more concerned with personal property rights than community appearance. He relayed the three main goals of the ordinance update. The Planning Commissioners reviewed the proposed 21-page ordinance language, while Baker highlighted and explained the main points and changes. Baker stated that Lonsdale's current regulations are fairly strict; however, he said the Police Department has only been enforcing the current regulations occasionally based on complaint. Baker stated that the new ordinance creates regulations that are realistic for both compliance and enforcement. He also explained how non-conforming properties and special permits would be handled. The Commissioners reviewed four diagrams that visually showed where certain types of vehicles would be allowed and prohibited. Cherney asked if trucks hooked up to trailers would be measured as one continuous vehicle. Baker said that the City would consider the truck and trailer as two separate entities, and that trailer measurements would be included the tongue portion.

Dols asked if anyone in the audience wanted to speak on the matter. No one responded to the invitation. Baker provided the Commission with a letter from Robert Mlinarchik, 315 10th Avenue NE. The Commissioners reviewed the letter and Baker's response email.

A motion was made by Kodada and seconded by Freid to close the public hearing. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried. The hearing closed at 6:50 pm.

- b. Review Two (2) Land Use Requests for the Property at 618 Industrial Drive SE: 1) a Rezoning Request from B-2, Highway & Business Service, to I-2, Medium Industrial, and 2) a Conditional Use Permit Request for Outside Storage
Dols read through the public hearing notice, and he opened the hearing.

Baker explained that the applicant, Tom Wolter, is requesting that the City consider two land use requests: 1) rezoning the subject property from B-2, Highway & Business Service, to I-2, Medium Industrial, to allow for permitted indoor storage, and 2) a Conditional Use Permit to allow for exterior storage at 618 Industrial Drive SE. The Planning Commissioners reviewed the Staff Report and attachments while Baker read through the details of the report, including existing conditions, zoning, definitions, and minimum lot requirements and setbacks. Baker also went through the attached maps, survey, site plan, and conditions of the conditional use permit.

Dols asked if anyone in the audience wanted to speak on the matter. Tom Wolters asked if he could have a time extension for the paving work and fence installation until the later part of next summer. Wolter stated that he will also be improving the interior of the building by \$30,000 - \$40,000. Cherney asked Wolter if he planned to flip the bank owned property. Wolter said that he would like to bring in a business if possible, but he stated that he may end up owning the property as an investment for five years or so. Dols asked if anyone else wanted to speak on the matter. No one else responded to the second invitation.

A motion was made by Kodada and seconded by Sticha to close the public hearing. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried. The hearing closed at 7:10 pm.

6. GENERAL BUSINESS

a. Mayor Tim Rud

Mayor Tim Rud addressed the Planning Commission from the front podium. He stated that on behalf of the City Council, he wanted to thank the Planning Commissioners for their service and dedication to the Lonsdale community. He said that Lonsdale is very fortunate to have such an experienced and knowledgeable Planning Commission. Rud said that it is remarkable the great changes that have taken place in town over the last 15 years. He went through a list of some of the businesses and amenities that have come to town over the last few years, and Rud said that the City is currently in negotiations with yet another potential business for the Business Park. Rud mentioned that there is a real prospect of increased housing permits over the next couple of years, and he stated that the Planning Commission will play a key role in development as the city continues to grow. Rud assured the Planning Commission members that they have 100% support of the City Council.

b. Consider Approval of Ordinance 2017-275, an Ordinance Updating Off-Street Parking Regulations

Baker stated that a public hearing was held earlier in the meeting, and he recommended approval of the proposed ordinance update. Dols thanked the Planning Commissioners, City Staff, and all the residents who provided input over the past half-year.

Dan Schmitz, 515 3rd Avenue SW, stated that his recreational trailer is licensed at 15,000 lbs., and he wanted to know if his trailer would be prohibited due to the definition of a standard vehicle. Police Chief Jason Schmitz explained that his trailer was lighter than 15,000 lbs. and that the license classification is not the same as actual gross vehicle weight.

A motion was made by Kodada and seconded by Sticha to recommend approval of Ordinance 2017-275, an ordinance updating off-street parking regulations. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

c. Consider Approval of a Rezoning Request from B-2, Highway & Business Service, to I-2, Medium Industrial for the Property at 618 Industrial Drive SE

The Commission members reviewed the attached ordinance and zoning maps. Baker stated that a public hearing was held earlier in the meeting, and he recommended approval of the proposed rezone/zoning map amendment. Erickson explained that commercial land and industrial land are both taxed at the same rate. Pelava explained that the three parcels that eventually became Auto Works, Greatwrench, and ServPro were originally one parcel until it was subdivided around 15-20 years ago.

A motion was made by Cherney and seconded by Kodada to recommend approval of Ordinance 2017-276, an ordinance rezoning the property at 618 Industrial Drive SE from B-2, Highway & Business Service, to I-2, Medium Industrial. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

d. Consider Approval of a Conditional Use Permit Request for Outside Storage for the Property at 618 Industrial Drive SE

The Commission members reviewed the proposed conditional use permit along with the attached maps and pictures. Baker stated that a public hearing was held earlier in the meeting, and he recommended approval of CUP No. 2017-01. Cherney stated that the commercial-industrial area, located around 618 Industrial Drive SE, is a gateway to the town and important first impression of the community. He suggested that the conditions listed in the CUP have time limits. He suggested that the required trees be planted immediately and the maintenance items be addressed right away too. Wolter said that he did not have an issue with planting the screening trees or fixing the landscaping wall and mulch areas right away. Cherney stated that the City has been taking strides to improve the visual appearance of the areas along Hwy 19 and throughout town, and he suggested that when land use applications are submitted, that the City has a golden opportunity to help improve the city's gateways. Wolters agreed with Cherney, and he asked the Commission to allow him extra time to install the fence and pavement. He said that he would like to do all the paving work at one time. Cherney stated that the fence should be at least 8 ft. tall, vinyl coated, and black in color. Dols asked for thoughts on a completion date. The Commissioners agreed to allow the pavement and fencing to be constructed within 18 months or when exterior storage takes place, whichever occurs first.

A motion was made by Cherney and seconded by Kodada to recommend approval of a CUP No. 2017-01 for 618 Industrial Drive SE. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

e. Consider Approval to Combine Three (3) Parcels at 314 Main Street North for the Purpose of Constructing a 25' x 40' Accessory Garage

Baker read through the Staff Report detailing a request for a parcel combination at 314 Main Street North. Baker explained that accessory structures are not allowed on parcels without a principal structure, such as a home. He said that the current property is divided into 5 lots and 3 parcels. Therefore, Baker said that approval of a parcel combination request is necessary before the new property owners, Vernon and Cindy Lee, may erect a detached accessory structure/garage on the property. The Commissioners reviewed the attached maps and survey.

Cindy Lee said that they are planning to locate the new garage on the southern side of the property in-between the mature trees. Baker explained that their proposed 25' x 40' garage is the maximum accessory structure size allowed for the 0.74 acre property. Cherney said that he met the applicants at the site, and he wondered if the City would allow the Lee family to have an additional southern curb-cut onto Main Street, since the property is large enough to handle two single-family lots and since there was a previous curb-cut in that location. Baker said that the applicant would have to apply for a separate curb-cut permit that would need to be reviewed/approved by the Public Works/Engineering Department.

A motion was made by Dols and seconded by Sticha to recommend approval of a parcel combination request for the property located at 314 Main Street North contingent upon the following conditions:

1. No construction on the proposed accessory garage shall begin, until a building permit application/plans have been reviewed, approved, and issued by the City Building Inspector.
2. The accessory garage shall adhere to the regulations set forth in §153.007.
3. The applicant shall be responsible for notifying Rice County of the parcel combination and paying any property taxes due at that time.
4. No additional curb cuts shall be allowed along Main Street North to/from the subject property unless a separate curb application is reviewed and approved by the Public Works Director and/or City Engineer.

Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried.

7. MISCELLANEOUS

Baker stated that Lonsdale currently has 10 new home permits either issued, being reviewed, or staked out.

8. ADJOURNMENT

A motion was made by Freid and seconded by Sticha to adjourn the meeting. Vote for: Freid, Kodada, Dols, Cherney, and Sticha; Against: None. Vote: 5-0. Motion carried. The meeting ended at 7:52 pm.

Respectfully Submitted:

Benjamin Baker, City Planner