

**MINUTES  
CITY OF LONSDALE  
REGULAR PLANNING & ZONING COMMISSION MEETING  
MAY 20, 2019**

**MEMBERS PRESENT:**

Members: Jim Freid, Joe Kodada, Dave Dols, Jason Culotta, and Mark Ward  
Council Representative: Tim Rud and Steve Cherney

**MEMBERS ABSENT:**

None

**STAFF PRESENT:**

City Planner Benjamin Baker, Public Works Director Russ Vlasak, Police Chief Jason Schmitz

**1. CALL TO ORDER**

Chair Dols called the meeting to order at 7:03 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 Kodada and seconded by Ward to approve the agenda as presented. Vote for: Freid, Kodada, Dols, and Ward; 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 Kodada and seconded by Dols to approve the Minutes from the March 18, 2019 Regular Meeting as presented. Vote for: Freid, Kodada, Dols, and Ward; Against: None. Vote: 4-0. Motion carried.

**4. PUBLIC COMMENT**

None

## 5. PUBLIC HEARINGS

### a. Review an Ordinance Amendment Pertaining to an Increase in the Term of a Golf Cart Operator's Permit (Ord. 2019-296)

Dols read the public hearing notice, and he opened the public hearing. Baker read through the Staff Report and the proposed ordinance change. He explained that Lonsdale created an ordinance in March 2018 to allow for golf carts. Baker said that 16 golf cart permits have been issued by the Police Department since the new golf cart ordinance was adopted. Baker said that complaint calls and issues concerning golf carts has decreased significantly since the permitting process was implemented last year. Baker said that the Police Chief attributes less complaints due to information/education provided to the permit holder from the Police Department. Baker explained that permits will be good for a 3-year period, 2018-2019-2020, and the permit fee changed to \$30 - 3 years, \$20 - 2 years, \$10 - 1 year. Baker stated that State Statute allows golf cart permits to be granted for a period of not to exceed three years, and he said the next permit term will be 2021-2022-2023. Baker noted that the Police Department is looking to increase the permit term due to: 1) the cost of permit stickers, 2) convenience for permit holders, and 3) administrative time related to permit issuance.

Dols asked if anyone in the audience wanted to speak on the matter. No one responded to the invitation.

A motion was made by Kodada and seconded by Freid to close the public hearing. Vote for: Freid, Kodada, Dols, and Ward; Against: None. Vote: 4-0. Motion carried. The hearing closed at 7:12 pm.

### b. Review an Amendment to the Official Zoning Map, Rezoning: 1) Certain City-Owned Properties to "Parks & Open Space" or "Public Facilities & Government", and 2) Three Newly Created Parcels Surrounding 914 Tom Jirik Court NW to "Single-Family Detached Residential" (Ord. 2019-297)

Baker said that City Staff typically reviews the Official Zoning Map for potential changes and updates every couple of years or sooner. He stated that Staff found multiple parcels that should be rezoned, including recent land sold by the City, recently acquired/developing parks, and mislabeled parcels. While referencing the attached maps, Baker went through and explained the reason for rezoning a list of 17 parcels throughout town, including 13 parcels being zoned as "Parks & Open Space", 3 parcels proposed to be zoned as "Single Family Detached Residential – Medium Lots", and 1 parcel as "Public Facilities & Government.

After Baker finished going through the Staff Report, Dols asked if anyone in the audience wanted to speak on the matter.

Public Works Director Vlasak questioned if the Dog Park parcel should be zoned as "Parks & Open Space" or "Public Facilities & Government" due the potential future expansion of the Waste Water Treatment Plant. Baker stated that since the City owns that parcel, the City can initiate a parcel split and rezone of the eastern portion of the

property at a future date when it is imminent that the Waste Water Treatment Plant will be expanded and additional land will be required.

Dols asked if there were any other comments. No one else responded to the invitation.

A motion was made by Kodada and seconded by Freid to close the public hearing. Vote for: Freid, Kodada, Dols, and Ward; Against: None. Vote: 4-0. Motion carried. The hearing closed at 7:17 pm.

## **6. GENERAL BUSINESS**

### **a. Mayor Tim Rud**

Mayor Rud thanked the Planning Commissioners from the front podium for volunteering. He thanked Kodada, Dols, and Freid for their many years of service. He welcomed Ward to the Commission, and noted that Cherney has previously served on the Planning Commission. He referenced accomplishments of the Commission and City over the last 10-15 years, including the grocery store, elementary school, business park, and senior living facility/public library. Rud said that they are currently recruiting three businesses interested in locating in the business park. Freid asked about the potential businesses. Rud said that they are uses that would be allowed, such as manufacturing and service manufacturing. Rud talked about the labor force, wages, and housing. Rud noted that the Wastewater Treatment Plant is scheduled to be paid off in 2023. He said that the Lonsdale Liquor store is now paid for, which equals about \$100,000 in revenue/year. He discussed a few other projects, and thanked the Commissioners for their service.

Dols and the Commissioners thanked Rud for attending their meeting.

### **b. Review Planning Commission Member Jason Culotta's Letter of Resignation**

The Commissioners reviewed Jason Culotta's Letter of Resignation. Baker stated that Culotta is moving out of Lonsdale. He said that Culotta was a wonderful addition to the Commission and he will be greatly missed. Baker noted that the Council will officially accept the resignation at a future meeting and advertise to fill the position.

### **c. Review and Consider Approval of Ordinance 2019-296, an Ordinance Amendment Pertaining to an Increase in the Term of a Golf Cart Operator's Permit**

Baker stated that a public hearing was held earlier in the meeting. He said that no written or verbal comments were submitted on the subject. Kodada said that he is in favor of saving money and administration time for the Police Department. Schmitz provided further insight on ATVs and side-by-sides, and he encouraged residents to call the Police Department if they see illegal driving activity happening.

A motion was made by Freid and seconded by Kodada to approve Ordinance 2019-296, an ordinance amendment pertaining to an increase in the term of a golf cart operator's Permit. Vote for: Freid, Kodada, Dols, and Ward; Against: None. Vote: 4-0. Motion carried.

- d. Review and Consider Approval of Ordinance 2019-297, an Amendment to the Official Zoning Map, Rezoning: 1) Certain City-Owned Properties to “Parks & Open Space” or “Public Facilities & Government”, and 2) Three Newly Created Parcels Surrounding 914 Tom Jirik Court NW to “Single-Family Detached Residential”

Baker stated that a public hearing was held earlier in the meeting. He said that no written or verbal comments were submitted on the subject except for comments made by the Public Works Director. After reviewing the proposed rezoning map and further discussion by the Commission, they agreed with the changes and updates.

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

- e. Review & Discuss the Subject of Shipping & Storage Containers

The Commission reviewed pictures of shipping containers currently being stored on commercial/industrial properties around town. Baker said that there are probably 5-6 shipping containers in Lonsdale right now being used for temporary storage. Baker said that Lonsdale currently does not have any regulations for such containers, and he asked the Commission for their thoughts on the subject. Freid suggested that some basic rules may be good. Ward brought up some thoughtful points about short-term portable storage units in residential areas. Cherney suggested looking at rules from other similar sized cities for guidance. Schmitz said that vehicles are only allowed on the streets for 48 hours, and he said that notice is given to the Police Department for any storage units proposed to be placed on City streets. Baker thanked the Commission for their input on the subject.

- f. Discuss Regulations and for Lean-To Accessory Structures

Baker said that the City recently received a building permit application for a lean-to. He noted that the permit is for repair work, and the lean-to has been there for many years. He explained that since the lean-to is not expanding and the repaired structure will stay within the maximum accessory building size limits, that a permit will be issued. However, Baker mentioned that a lean-to permit has not been submitted in the past 12 years, and he asked the Commission for feedback on whether or not they should be allowed. Baker read the relevant accessory structure ordinance section, and he asked for direction on the topic. The Commissioners looked at pictures of different lean-to structures, both enclosed and open. The Commissioners discussed the likelihood of blight/nuisance problems with items stored within exposed lean-to structures. Ward questioned what the difference would be when comparing items sometimes stored under a deck. Kodada equated the subject similar to parking pads needing to be paved and items being placed in a neat and orderly manner. The Commission talked about Code enforcement and neighbor complaints. Baker thanked the Commission for their insight on the matter.

g. Review Residential Lot Inventory & Development Update:

The Commissioners reviewed associated maps, an updated lot inventory spreadsheet, vacant lot owner sheet, and the 2019 new home permit list. Baker provided a brief update on two potential future development projects in Harmony Meadows 2<sup>nd</sup> Addition and on the Bixby Property. Baker said that Staff had two separate meetings with the potential developers of the sites, but he said that it is not known when/if either of the two sites may be developed in the near future. He said that a Concept Plan would require review for the Bixby Property, and an update/renewal of the Final Plat and Development Agreement would be needed for the Harmony Meadows 2<sup>nd</sup> Addition project to move forward.

**7. MISCELLANEOUS**

None.

**8. ADJOURNMENT**

A motion was made by Freid and seconded by Kodada to adjourn the meeting. Vote for: Freid, Kodada, Dols, and Ward; Against: None. Vote: 4-0. Motion carried. The meeting ended at 7:56 pm.

Respectfully Submitted:

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Benjamin Baker, City Planner