

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JULY 28, 2021**

MEMBERS PRESENT:

Voting Members: Jim Freid, Lou Jirik, Joe Kodada, Mark Ward, and Dave Webb
Council Representative: Kevin Kodada

MEMBERS ABSENT:

None

STAFF PRESENT:

City Planner Benjamin Baker, City Administrator Joel Erickson, and
Public Works Director Russ Vlasak

1. CALL TO ORDER

Chair J. Kodada called the meeting to order at 7:30 pm in the Council Chambers at 415 Central Street West.

2. AGENDA

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

A motion was made by Ward and seconded by Webb to approve the agenda as presented.
Vote for: Freid, Jirik, Kodada, Ward and Webb; Against: None. Vote: 5-0. Motion carried.

3. APPROVAL OF MINUTES

J. 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 May 24, 2021 Regular Meeting as presented. Vote for: Freid, Jirik, Kodada, Ward and Webb; Against: None. Vote: 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

Review CUP 2021-02, Allowing Two Curb-Cuts at 420 2nd Avenue NW – Applicant Brian Swanson

The Planning Commission reviewed the public hearing notice and Chair J. Kodada opened the public hearing. Baker went through the detailed staff report, including location, property size, owner/applicant, land use request, prior discussion, existing conditions, land use plan, zoning, off-street parking regulations, and proposed improvements. Baker noted that at their May 13, 2021 meeting, the City Council directed Brian Swanson to submit a Conditional Use Permit (CUP) application for two curb-cuts, allowing access to a proposed new garage. Baker said that the new garage would be 792 sq. ft. and located 8 ft. south of the existing home and setback 30 ft. from the 2nd avenue NW right-of-way line. Baker reviewed the criteria for allowing a curb-cut CUP. Baker explained that the existing gravel driveway on the north side of the property was non-conforming because it was not paved and was located less than 5 ft. from the side property line. He said that the applicant is proposing to remove and restore the eastern portion of the gravel driveway, eliminating access to rear alley.

Kodada asked if the applicant wanted to provide any comments. Swanson said that he doesn't have a garage right now, and he explained that there isn't enough room to construct a garage on the north side of his house. Therefore, Swanson stated that he plans to construct a garage in the open space located south of his house. Swanson stated that he only intends to use the northern gravel driveway to unload groceries. No one else from the public provided comments.

A motion was made by Freid and seconded by Webb to close the public hearing. Vote for: Freid, Jirik, Kodada, Ward and Webb; Against: None. Vote: 5-0. Motion carried. The hearing closed at 7:41 pm.

6. GENERAL BUSINESS

a. Update on Variance No. 2020-01 and Site Improvements at 114 Central Street East (Jason Kodada)

The Commissioners reviewed an updated improvement plan for 114 Central Street East. The revised site plan showed concrete around most the property along with a new curblin along the north and east property lines. Baker said that both the property owners at 114 and 116 Central Street East have agreed to the updated improvement plan. Baker noted that the concrete, curb, and a proposed new ornamental fence will better help to delineate and separate the two neighboring but distinct businesses. The Commissioners referenced previously approved Variance 2020-01 and Conditional Use Permit 2019-02, and they all approved of the latest site improvements and extending the deadline for completion from August 1, 2021 to December 31, 2021.

b. Consider Approval of CUP 2021-02, Allowing Two Curb-Cuts at 420 2nd Avenue NW – Applicant Brian Swanson

Baker stated that a public hearing was held earlier in the meeting. Baker went through the attached maps and pictures from the Staff Report, and he read through CUP 2021-02, including the conditions of approval. He said that the rear 78 ft. section of the existing gravel driveway will need to be completely removed and restored per the plan. Baker also noted that if the existing driveway is used for other purposes than stated in the land use application, that the property owner will be required to erect a privacy fence along the north property line. Baker said that all vehicles and trailers shall be parked on a paved surface. He said that the deadline for improvements is set at July 1, 2022. The Commission members further discussed the request, and they agreed with the proposed second curb-cut access to the new garage.

A motion was made by Webb and seconded by Jirik to recommend approval of CUP 2021-02. Vote for: Freid, Jirik, Kodada, Ward and Webb; Against: None. Vote: 5-0. Motion carried.

c. Consider Approval of a Parcel Combination Request at 249 Hawaii St SE – Applicant Jake & Amanda Snyder

The Planning Commission members reviewed the Staff Report, while Baker went through the detailed information, including applicant/owner, subject property, request, background information, comprehensive plan, zoning, easements, and parcel description. Baker stated that the applicants, Jake & Amanda Snyder, are requesting that the City approve parcel combination of their lot at 249 Hawaii Street SE and the neighboring property, Outlot E. He explained the advantages of having a combined parcel, including the potential to construct a future addition to the principle structure or place accessory structures on the western parcel. Baker noted that the western side yard drainage and utility easement should vacated along with the parcel combination so it won't interfere with future improvement projects. Jake Snyder said that he may construct a small shed on the Outlot parcel to house a 4-wheeler and other equipment in the future. He said that he wouldn't be constructing anything closer to the western property line than is allowed. The Commissioners agreed that the request was pretty straight forward. K. Kodada suggested that a new 5 ft. wide side yard easement be considered along the western side of Outlot E.

A motion was made by Webb and seconded by Freid to recommend approval of: 1) a parcel combination request for 249 Hawaii Street SE, combining Parcel 1 & 2 as shown on the survey conducted by Probe Engineering and associated easement vacation; and 2) creation of a new 5 ft. wide easement along the west side of Outlot E, if deemed appropriate by the City Engineer. Vote for: Freid, Jirik, Kodada, Ward and Webb; Against: None. Vote: 5-0. Motion carried.

7. MISCELLANEOUS

a. Solar Collectors in Commercial, Industrial, and Public Facility Zoning Districts

Baker stated that the Lonsdale Chamber of Commerce held a Lunch & Learn Event on June 10th regarding energy rebate and saving ideas for businesses. Baker said that following that meeting, Jenni Wickman, Generation Building Center, asked if it was possible to erect a solar panel on their property along TH 19. Baker said that since Lonsdale's Zoning Ordinance is silent on the topic, the City Council was asked to provide comments and direction. He said that the Council preferred roof-mounted units over ground-mounted units, and any ground-mounted units should be hidden/screened and discreet. Jirik wondered if glare from the panels would be a nuisance. Baker said that Wickman is still interested in pursuing a ground-mounted unit, if allowed by the City and it makes sense financially. He said that a future solar panel ordinance could come before the Planning Commission in the upcoming months.

b. Accessory Dwelling Units

Baker said that he recently received a call from a resident looking to potentially convert their detached garage into an accessory dwelling unit for her elderly relative in need of care. Baker said that Lonsdale has reviewed a similar subject in the recent past, and he asked if the Planning Commission still has concerns about allowing for accessory dwelling units. Jirik said that he empathizes with families involved in caregiving, but he and the other Commission members agreed that accessory dwelling units could lead to long-term problems, if they are rented out to non-family members in the future.

Baker stated that there may be a joint meeting with the Planning Commission and City Council coming up in August.

J. Kodada asked about regulations for minibikes. Erickson provided an overview on minibikes, and the Commission members were encouraged to call the Police Department if they see anything concerning.

8. ADJOURNMENT

A motion was made by Ward and seconded by Webb to adjourn the meeting. Vote for: Freid, Jirik, Kodada, Ward and Webb; Against: None. Vote: 5-0. Motion carried. The meeting ended at 8:21 pm.

Respectfully Submitted:

Benjamin Baker, City Planner