

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
MARCH 19, 2009**

MEMBERS PRESENT:

Gary Skluzacek, Dave Dols, John Duban, Joe Kodada and Harold Vosejpka

MEMBERS ABSENT:

Jim Freid and Joe Daleiden

STAFF PRESENT:

City Planner Benjamin Baker

1. CALL TO ORDER

Chairperson Dols called the meeting to order at 6:32 pm in the Council Chambers at 415 Central Street West.

2. AGENDA

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

A motion was made by Duban and seconded by Kodada to approve the agenda as presented. Vote for: Skluzacek, Kodada, Dols, Duban, and Vosejpka; Against: None. Vote: 5-0. Motion carried.

3. APPROVAL OF MINUTES

A motion was made by Duban and seconded by Vosejpka to approve the minutes from the February 19, 2009 regular meeting. Vote for: Skluzacek, Kodada, Dols, Duban, and Vosejpka; Against: None. Vote: 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. OLD BUSINESS

- a. Notice of Public Information Meeting in the Matter of the Route Permit Application for a 345kV Transmission Line from Brookings, South Dakota to Hampton, Minnesota

Baker updated the Commission on the CapX2020 project, and he read through the meeting notice. Baker stated that City staff will be attending an open house and informational meeting on April 8, 2009 in Lakeville. He also provided a proposed route map showing an alternative route running near Lonsdale' northwest side.

- b. Review an Amendment to the "Lonsdale Business Park" Concept Plan Submitted by All Terra, LLC

Baker provided a staff report, aerial photo, concept plan, and amended site plan for the Planning Commission to review. Baker explained that All Terra, LLC submitted a revised Lonsdale Business Park concept plan showing a new alignment of the east-west road. Baker said that the new concept plan shows Connecticut Drive SE running directly from Willow Creek Heights to Garfield Avenue. Baker stated that the new alignment allows for larger lots along Hwy 19. He said that the Public Works Director and the City Engineering recommended erecting “no trucks beyond this point” signs at the boundary between Willow Creek Heights and the new Business Park. He also mentioned that four residential units currently exist along Connecticut Drive in Willow Creek. Baker said that Connecticut Drive SE is proposed to have a 60 ft. of right-of-way. He also mentioned that the Business Park will probably be developed in phases, with Phase I consisting of 12 lots running along Connecticut Drive SE.

Ted Kowalski, All Terra, asked the Commission what they thought of the new road alignment. He explained that Commerce Drive SE might not ever need to be built if Connecticut is continued through to Garfield. He showed the Commission the previous concept plan compared to the new concept plan including the extension of Commerce Drive SE. Vosejka asked how far Garfield Avenue would be improved or graded. Kowalski stated that the road would be constructed to the new Connecticut Drive intersection. Vosejka asked about future assessments for Garfield Avenue to the James Sirek property. Kowalski explained that the proposed project needs to hit a certain price point to entice businesses to come to Lonsdale. He mentioned that adding extra work to the project will just increase the cost of the project. Kodada stated the previous Commerce Drive alignment actually cut up the lots, so he agreed with the new concept plan. Duban also stated that he liked the new concept plan better. The entire Commission agreed that the new road alignment made more sense than the previous route.

Duban asked what the building fronts would look like along Hwy 19. Kowalski said that they would implement design standards for building fronts along the perimeter of the project. He also said that they would try to screen and hide loading and outside storage areas. He reminded the Commission that a berm with trees would be built up between Willow Creek Heights (residential) and the proposed business park (commercial-industrial) to mitigate conflicting uses. Duban asked how the project improvements would be paid for. Kowalski said that they are still trying to figure that out, but he said they don't want to crush the project with unnecessary improvements. He said that the main goal of the project is to bring jobs and tax base to Lonsdale. He mentioned that the positive benefits of the project need to be taken into consideration. He said that they are trying to get the lot cost to an affordable price to entice businesses from the South Metro area to relocate to Lonsdale.

The Commission discussed where the eastern side of Connecticut Drive should line up with the future road on the south side of the Trondhjem Lutheran Church property. Kowalski mentioned that the centerline of the road could line up with the Church's southern property line or the north end of the road's right-of-way could line up with the Church's southern property line. After discussing the issue, the Commission guided City staff to meet with Trondhjem Lutheran Church and figure out the best location for the future roadway. Kowalski stated that he has been in contact with a few businesses possibly looking to relocate or build in Lonsdale. He also mentioned that he may submit a preliminary plat within the next few months.

7. NEW BUSINESS

- a. Request to Amend the Eagle Creek Development Agreement – Tom Wolters, Mattamy Homes
Baker stated that along with the approval of the Eagle Creek PUD, Mattamy Homes and the City of Lonsdale entered into a development agreement (dated June 2005). He said that as part of the PUD approval, the City agreed to 7.5 ft. side yard setbacks in return for higher architectural standards within the development. Baker said that on March 13, 2009, City staff reviewed a building permit application by Mattamy Homes for a new single family home in the Eagle Creek Development and found that the building plans did not meet the 2000 sq. ft. home size requirement for a two-story home. He said that staff notified Mattamy Homes that the plans did not meet the development's architectural requirements.

Baker said that Tom Wolters, Mattamy Homes, met with City staff to discuss an amendment to the Eagle Creek Development Agreement, and staff directed him to notify the neighbors and go through the proper amendment procedures. Therefore, Wolters addressed the Planning Commission, and he suggested that the City consider reducing the Eagle Creek home size requirement from 2000 sq. ft. for a two story home and 1900 sq. ft. for a modified two-story home to 1600 sq. ft. He mentioned that Mattamy Homes is trying to hit a price point and add nicer looking two-story homes to the neighborhood. Wolters provided the Commission with a copy of the proposed two-story home, the architectural requirements, and a copy of the certified letter sent to all of the current home owners within Eagle Creek, notifying them of the proposed change to the architectural control guidelines. The Commission did not see a problem with the request.

A motion was made by Kodada and seconded by Duban to approve a request by Mattamy Homes to amend the Eagle Creek Development Agreement – Architectural Control Guidelines – Home Size Requirements requiring 1,600 sq. ft. of finished living area above grade for both two-story homes and two-story modified homes. Vote for: Skluzacek, Kodada, Dols, Duban, and Vosejпка; Against: None. Vote 5-0. Motion carried.

- b. Review City Code Regulations Pertaining to the Pole Sign Located near 104 Railway Street
Baker stated that the Planning Commission inquired about the pole sign at 104 Railway Street at their previous meeting. He provided the Commission with a map showing the pole sign within the right-of-way and City Code information pertaining to non-conforming signs. He said that the Rice County Engineer Dennis Luebbe does not endorse the placement of signs/objects within their right-of-way, but they typically refer back to local sign ordinances for enforcement. Baker said that there is no doubt that the sign is a non-conforming sign that needs to meet the requirements of Ordinance 2008-220, Signs. Dols said that the Commission has tried numerous times in the past to get the property owner to take down the pole sign. The entire Commission agreed that the sign was located in the right-of-way and of non-conforming status.

A motion was made by Kodada and seconded by Duban declaring the pole sign located directly east of 104 Railway Street (DC Restaurant & Malt Shop Sign) as a non-conforming sign and that said sign shall be taken down or conform to the provisions of Ordinance 2008-220. Vote for: Skluzacek, Kodada, Dols, Duban, and Vosejпка; Against: None. Vote: 5-0. Motion carried.

c. Consider an Amendment to the Zoning Ordinance to Create a “Park District” and a “Public Facilities / Government District”

Baker stated that one of the Planning Commission’s goals for 2009 was to update and clarify Lonsdale’s Official Zoning Map. He said that based on that goal, City staff is proposing to officially create a “Park & Open Space District” and a “Public Facilities & Government District”. He provided the Commission with Lonsdale’s 2025 Land Use Map, the Official Zoning Map, a subject property map, and a proposed zoning map. The proposed zoning map showed where potential “Park & Open Space” and “Public Facilities & Government” zoned land would be located. Baker also provided the Commission with potential permitted uses, accessory uses, and conditional uses for each proposed district. He asked the Commission to review the uses and provide comments at the next meeting. Baker reviewed each proposed zoning area with the Commission. Duban stated that another district should also be added specifically for wetland and stormwater uses to be distinguish from park and open space uses. The Commission agreed with the proposed zoning changes and the idea of another district for wetlands and stormwater areas.

8. MISCELLANEOUS

Baker mentioned that the codified City Code was completed and waiting for official approval by the Planning Commission and City Council. He said that once the Code is approved, that copies would be provided to the Planning Commission members.

Duban asked if the hard surface requirements for parking areas in the B-3 District also included gravel surfaces. Baker said that Ordinance 2008-221 states that hard surface parking can only be non-aggregate impervious concrete or asphalt. Duban asked if that particular requirement can be relooked at.

A motion was made by Duban and seconded by Kodada to relook at the B-3 District hard surface parking regulations at the next Planning Commission meeting. Vote for: Skluzacek, Kodada, Dols, Duban, and Vosejpka; Against: None. Vote: 5-0. Motion carried.

9. ADJOURNMENT

A motion was made by Duban and seconded by Kodada to adjourn the meeting. Vote for: Skluzacek, Freid, Dols, Duban, and Vosejpka; Against: None. Vote: 5-0. The meeting ended at 7:43 pm.

Respectfully Submitted:

Benjamin Baker, City Planner