

MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JANUARY 24, 2008

1. CALL TO ORDER

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

2. ROLL CALL:

MEMBERS PRESENT:

Skruzacek, Freid, Dols, Duban, Furrer and Vosejka

MEMBERS ABSENT:

Kodada

STAFF PRESENT:

City Planner Benjamin Baker

3. AGENDA

Chairperson Dols asked if anyone had any additions or deletions to the agenda. Baker provided two additions to the agenda: comments for On-Site Marketing and 2007 building permit statistics report.

A motion was made by Duban and seconded by Freid to approve the agenda with the noted additions. Vote for: Skruzacek, Freid, Dols, Duban and Vosejka; Against: None (Vote 5-0). Motion carried.

4. ELECTION OF PLANNING & ZONING COMMISSION CHAIR

Chairperson Dols asked the Commission to present nominations for Planning & Zoning Commission Chair and Vice Chair. Duban nominated Dols for Chair and Furrer for Vice Chair.

A motion was made by Vosejka and seconded by Freid to approve Dols as Chairperson. Vote for: Skruzacek, Freid, Duban and Vosejka; Against: None (Vote 4-0). Motion carried.

A motion was made by Duban and seconded by Vosejka to approve Councilmember Furrer as Vice Chairperson. Vote for: Skruzacek, Freid, Dols, Duban and Vosejka; Against: None (Vote 5-0). Motion carried.

5. APPROVAL OF MINUTES FROM THE NOVEMBER 20, 2007 REGULAR MEETING
Three corrections were stated. A motion was made by Duban and seconded by Skluzacek to approve the minutes of the December 20, 2007 meeting with the noted corrections. Vote for: Skluzacek, Freid, Dols, Duban and Vosejпка; Against: None (Vote 5-0). Motion carried.

6. PUBLIC HEARING
None

7. OLD BUSINESS

a. Signage Discussion

Planner Baker presented two items for the Commission to discuss: new development sign design and proposed sign ordinance language. Baker stated that he contacted Mn/DOT and the City of Mankato to ask about different types of directional signage options that they offer. Baker stated that both Mn/DOT and Mankato do not offer directional signage options for subdivision developments, but both agencies do offer directional signage options for businesses. Baker showed the Commission examples of the commercial directional signs allowed by Mn/DOT and Mankato along with an application and fee.

Baker presented a development sign sketch idea to the Commission that incorporated development names, builder's logos, and Parade of Home signs together on one sign. Baker suggested that new development signs could be located at the junction of Hwy 19 and 8th Avenue NE and Hwy 19 and 15th Avenue SE. After reviewing the new development sign design idea, the Commission provided comments. Vosejпка asked about the time length of the Parade of Homes. The Commissioners stated that the Spring Parade usually runs for about a month between February and March with another Parade in the fall. Some Commissioners felt that Parade signs should not be included on the development sign. Furrer stated that Parade of Home signs along the ground should continue to be allowed. Skluzacek and Vosejпка asked about garage sale signs and private realtor signs. The Commission stated that they didn't want to show favoritism towards one type of off-premise signs over another. Dols stated that real estate signs shall abide by the ordinance regulations.

Freid stated that only the developer's name and phone number should be listed on the new sign and the City's phone number and builder's info should be taken off. Furrer stated that builders already have large sign within the developments. Vosejпка asked how the City would stop other signs from popping up. Dols stated that all signs need to follow the ordinance regulations. Vosejпка asked about signs directing visitors to the

southern developments. Dols and Furrer stated that two different types of signs may be needed to direct traffic throughout the city: signs that direct prospective home owners to the new residential subdivisions and other signage that directs visitors to local businesses. Baker suggested that the EDA may want to explore providing directional commercial signage for local businesses.

Skluzeczek and Furrer suggested that the development signs have panels like the industrial park sign so signs can easily be changed. Freid suggested providing a space for developers to design their own logo/lettering. The Commission came to a consensus regarding the development sign design. They stated that the City should provide a larger sign stating the names of the developments and phone numbers along with a directional arrow and listing the Economic Development Authority along the top with the City's phone number. Duban stated that the signs will provide good information for visitors. Dols said that the new development signs will help clean up the entrances off of Hwy 19 into the new developments. He said the development sign will be one of the first things you see as you enter the city.

Planner Baker presented proposed new sign ordinance language to the Commission. He went through 15 sections, editing some of the language, proposing questions to the Commission, and allowing the time for comments. When reviewing Section 3, Baker asked if the definition of Abandoned Sign should stay at one year or be lowered. Skluzeczek stated that all abandoned signs, such as the South Forty sign, should be allowed to remain up forever. Duban stated that only specific signs, like freestanding signs, should be taken down. Dols stated that the City should try to be consistent in its regulations. The Commission suggested leaving the definition of an Abandoned Sign at one year. Under the Dynamic Sign definition, Furrer suggested limiting messages on an electronic or dynamic signs to a specified time length, like 20 seconds, so drivers are less likely to be distracted. The Commission decided not to define a time limit for Temporary Signs until they become a problem.

In reviewing Section 12, Dols asked if Subsection H, language regarding signs within the right-of-way, would hold up in court. Baker said the language was already reviewed by an attorney and insurance agent, and he assured the Commission that the entire ordinance will be reviewed again by the City attorney before the public hearing. Under Subsection M, the Commission decided to allow 100% window coverage with signage. Baker said he would check with the State Fire Marshall to see if 100% is allowable. Under Subsection N, Dols suggested allowing up to 4 flags per lot, since 4 flags were recently erected at Lions Park.

In reviewing Section 15, the Commission stated that no more than 4 temporary signs shall be allowed per lot. Baker suggested deleting Subsection E, regulating garage sale signs. The Commission suggesting having a time limit for Parade of Home signs and allowing open house signs as long as the homes are staffed.

Dols stated that he was pleased with the ordinance. Baker stated that he would make the discussed changes to sign ordinance and present a revised draft at their next meeting.

8. NEW BUSINESS

a. Provide Comments for On-Site Marketing Industrial Park Concept Plan

Baker asked the Commission to verbally state or hand in written comments regarding the Industrial Park Concept Plan provided by On-Site Marketing at the previous meeting. Dols stated that he already handed his comments in. Dols said that residents within the Willow Creek Heights residential subdivision may be concerned with noises and smells that an industrial park can produce. He suggested that screening and buffering will be needed between the existing residential neighborhood and the future industrial park.

Vosejпка suggested that dead end streets running into the proposed industrial park need to be extended and continued through the property. He also mentioned that the site would be better guided as residential. Skluzacek agreed that that the site was better suited for residential, as previously planned. He also stated his concern with the City possibly helping fund a project in which the developer thinks may be too risky.

Dols directed the Commission to submit any further comments in writing to the City Planner.

b. 2007 Building Permit Statistics Report

Baker presented the final building permit statistics for 2007. He reported that there were 329 total permits valued at \$14,560,919. There were 53 new home permits valued at \$9,500,971 and 276 other permits valued at \$5,059,948. He presented a breakdown of the new home permits which consisted of 4 single-family attached units and 49 detached homes, 5 of which were Parish homes.

9. OTHER BUSINESS

Skluzacek asked if anything was being done with newly constructed vacant homes around the city. Dols stated that he had talked with Jim Filipek, Building Inspector, and Filipek said that in some cases straw and hay were being added around the homes foundation.

Dols asked the Commission if there were any issues or Ordinance changes that the Commission would like to focus on during the upcoming year.

Duban provided a brief update from the January 10, 2008 Parish mortgage fraud case. The purpose of the meeting was for Federal officials to provide information and answer questions about the Parish matter. It was also an opportunity for Federal officials to gather information and feedback on the community, and individual impact of the crime. Duban handed Planner Baker a victim comment form (US v. Parish et al – Docket Number 0:07CR00384(ADM) to make available upon request at City Hall.

10. ADJOURNMENT

A motion was made by Duban and seconded by Freid to adjourn the meeting. Vote for: Skluzacek, Freid, Dols, Duban and Vosejpka; Against: None (Vote 5-0). Motion carried. The meeting ended at 9:07 pm.

Respectfully Submitted:

Benjamin Baker, City Planner