

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
OCTOBER 17, 2013**

MEMBERS PRESENT:

Voting Members: Jim Freid, Joe Kodada, Dave Dols, and John Duban
Council Representative: Scott Pelava

MEMBERS ABSENT:

Ben Sticha

STAFF PRESENT:

City Planner Benjamin Baker and City Engineer Kevin Kawlewski

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

3. APPROVAL OF MINUTES

A motion was made by Duban and seconded by Kodada to approve the Minutes from the July 18, 2013 Planning Commission. Vote for: Freid, Dols, Duban, and Sticha; Against: None. Vote: 4-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

None

6. GENERAL BUSINESS

a. Consider Approval of a Site Plan Submitted by Lonsdale Packaging for Construction of an Accessory Building at 629 Lonsdale Drive SE

Baker read through the staff report, which detailed: the application timeline, location, owner/applicant, request, zoning regulations, proposed project, existing conditions, and grading/drainage comments. He also went over the report attachments, including: a general location map, original site survey, a new certificate of survey/site plan, an existing grades map, and building plans. Baker stated that Lonsdale Packaging is requesting approval of a site plan showing a 17,280 sq. ft. warehouse accessory building

to be located in the northeast portion of 629 Industrial Drive SE. Baker noted that the proposed use, warehousing, is listed as permitted use in the I-2 Zoning District. He also explained that the proposed building meets zoning regulations for setbacks, design criteria, and parking standards.

Baker noted that eight trees need to be planted by Lonsdale Packaging to satisfy the City's landscaping regulations. Pelava asked about what the City's past practice has been for expanding businesses. Applicant Rodney Busch requested a waiver from the City's tree requirements in order for Lonsdale Packaging to meet SQF food safety standards. He explained that rodents and birds are attracted to landscape plantings and trees. He also mentioned that City staff should look on the eastern side of the site to see if any existing trees can be counted towards the landscaping requirement. Baker said that he would recheck the site for any additional trees.

City Engineer Kawlewski stated that all the minimum and maximum grade requirements have been satisfied. However, he stated that the slope along the northeastern side of the proposed building should be softened so that it can be easily mowed and maintained. Busch said that he recently talked with the owner of Lonsdale Mini Storage, neighboring property, about the northeast swale and slope, and Busch agreed that the slope and swale area should be leveled and smoothed out next spring.

Dols asked if a sprinkler system is proposed in the new building. Busch explained that a firewall will be installed in the new building and that his company was not planning to install a sprinkler system at this time.

A motion was made by Kodada and seconded by Duban to approve of a site plan submitted by Lonsdale Packaging for construction of an accessory building at 629 Lonsdale Drive SE contingent upon the following conditions:

1. A building permit shall be reviewed and approved by the Building Official before construction may commence on the new accessory building.
2. According to the Fire Chief, a Rapid Entry System (SupraSafe) shall be installed and inspected by the Building Official prior to a Certificate of Occupancy being issued.
3. At least eight (8) trees shall be planted on site to fulfill the requirements of the City's Landscaping/Tree Ordinance. In lieu of trees being planted on-site, the City may accept equitable payment (at a rate of \$250.00/tree) to be used for tree planting at Sticha Park (nearest park). A portion of the required \$3,000.00 landscape escrow may be used to satisfy this requirement/condition. According to the City Attorney, this regulation must be fulfilled. Any lesser amount requested by the applicant shall constitute a variance request and an associated public hearing. However, City staff shall verify if there are currently more existing trees located along the eastern property line and pond hillside.
4. Erosion control shall be maintained around the project site until the Building Official deems that appropriate ground cover (grass/mulch) has been completely established.
5. According to the City Attorney, any future subdivision of Outlot A, Lonsdale Industrial Park Addition shall require a plat (preliminary plat/final plat process).

6. To the greatest extent possible, all outside storage shall be screened or housed inside.
7. According to the City Engineer, the proposed slope and swale located on the northeast side of the accessory building should be softened to help ease mowing and yard maintenance responsibilities.

Vote for: Freid, Kodada, Dols, and Duban; Against: None. Vote: 4-0. Motion carried.

b. Continue Reviewing Goals & Strategies from the 2025 Comprehensive Plan (Transportation Chapter & Public Utilities Chapter)

City Engineer Kevin Kawlewski reviewed the June 2006 Lonsdale Transportation Plan prepared by WSB & Associates. He summarized the purpose for the plan, the existing transportation system, planning considerations, future road way needs, roadway design standards, and access management guidelines. He also specifically addressed the future plans for a CSAH 4 bypass and a potential realignment of the Railway Street/Hwy 19 intersection. Freid stated that the Railway/Hwy 19/3rd Avenue SW intersection is confusing. Duban suggested that a roundabout should be constructed at that intersection. Kawlewski questioned if there was enough room for a roundabout.

Kawlewski noted three significant transportation achievements accomplished by the City over the past few years, including: 1) the traffic signal at the Main Street/Hwy 19 intersection, 2) safe traffic access to the elementary school and 3) a Limited Use Permit for a trail connection at 8th Avenue NE. Kawlewski also discussed speed limits, the City's Capital Improvement Program, and stop sign placement. He suggested that the City adopt a logical method/policy for placing stop signs.

c. Review of Land Use Ordinance Mistakes Information from the League of Minnesota Cities

Kawlewski reviewed Comprehensive Plan Chapter 11, Public Utilities. He provided an overview on the City's existing infrastructure, including the water/sewer pipe system, wells, the water treatment plant, waste water treatment plant, and associated lift stations. He stated that the City is set up nicely for development, and he suggested continuing with a systematic approach to growth. He also recommended that development pay for itself. He explained that the water treatment plant and waste water treatment plant will be able to meet the needs of the City for many years to come. Kawlewski also talked about the City's aging infrastructure. He said that the City has completed three out of seven Capital Improvement Projects so far, and he mentioned that the City Council is considering completing another project in southeast Lonsdale in 2014.

7. MISCELLANEOUS

- Baker stated that construction recently commenced on the Main Street Plaza Project. The Commissioners reviewed construction pictures and a site plan of the Main Street Plaza.
- The Commissioners also reviewed updated pictures of the Lonsdale Business Park grading project. Baker said that the grading work is about 80% complete. He mentioned that a pre-construction meeting will be held on October 22nd to specifically address the road and utility portion of the project.

- Baker summarized a recent article from the Star Tribune concerning increased home construction in some of the Twin Cities exurban areas. He noted that the article suggested that good locations along good transportation corridors and in perceived good school districts are back in demand in cities such as Farmington, Otsego, Hudson, Cologne, and Elko New Market.
- Dols mentioned that a portable/temporary car port was recently erected along Cottonwood Street NE, and he asked City staff to check it out.

8. ADJOURNMENT

A motion was made by Freid and seconded by Duban to adjourn the meeting. Vote for: Freid, Kodada, Dols, and Duban Against: None. Vote: 4-0. Motion carried. Motion carried. The meeting ended at 8:14 pm.

Respectfully Submitted:

Benjamin Baker, City Planner