

**MINUTES
CITY OF LONSDALE
SPECIAL CITY COUNCIL MEETING
OCTOBER 21, 2013**

1. CALL TO ORDER

Mayor Rud called a special meeting of the Lonsdale City Council to order at 6:00 p.m. in the City Council Chambers, 415 Central Street West.

2. PLEDGE OF ALLEGIANCE

Everyone stood and recited the pledge of allegiance.

3. ROLL CALL

Members Present: Daleiden, Kodada, Rud, Furrer, and Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson and City Planner Benjamin Baker

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any additions, deletions or corrections to the agenda.

A motion was made by Daleiden and seconded by Furrer to approve the agenda as presented.

Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None.

Vote: 5-0. Motion carried.

5. APPROVAL OF MINUTES

None

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of a Site Plan (Site Plan Review Land Use Application) Submitted by Lonsdale Packaging for a new 17,280 sq. ft. Accessory building at 629 Industrial Drive SE

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. He said that the Planning Commission did review the land use application request at their meeting on October 17, 2013. He stated that no verbal or written comments were received by the City on the proposed project.

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 noted that the proposed use (warehousing) is listed as a 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 said that the property currently has over 34 trees on site. He said that the City Engineer reviewed and approved the new certificate of survey/grading plan. He stated that the proposed grade meets the City's minimum and maximum slope requirements leading away from the proposed building. Baker said that the City Engineer recommended that the northeast slope and swale should be softened to help ease mowing and yard maintenance responsibilities. Rodney Busch, applicant, said that he recently talked with the owner of Lonsdale Mini Storage, neighboring property, about the northeast swale and slope, and Busch committed to leveling/smoothing out that area next spring. Busch said that a ten foot track is needed on top of the slope for construction vehicles and access.

Furrer asked Busch if gutters will be placed on the new building. Busch said that gutters will be installed along the northeast side of the building. Rud asked about the project timeline. Busch said that he hopes to start project construction the week of October 27th. Pelava stated that the Planning Commission recommended approval of the proposed site plan at their meeting on October 17th.

A motion was made by Daleiden and seconded by Pelava 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. Erosion control shall be maintained around the project site until the Building Official deems that appropriate ground cover (grass/mulch) has been completely established.
4. According to the City Attorney, any future subdivision of Outlot A, Lonsdale Industrial Park Addition shall require a plat (preliminary plat/final plat process).
5. All outside storage shall be screened or housed inside.
6. 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: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None Vote 5-0. Motion carried.

11. OTHER BUSINESS

None

12. ADJOURNMENT

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None Vote 5-0. Motion carried. The meeting ended at 6:17 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator