

**MINUTES  
CITY OF LONSDALE  
REGULAR PLANNING & ZONING COMMISSION MEETING  
NOVEMBER 21, 2013**

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

None

**STAFF PRESENT:**

City Planner Benjamin Baker

**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, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried.

**3. APPROVAL OF MINUTES**

A motion was made by Freid and seconded by Sticha to approve the Minutes from the October 17, 2013 Planning Commission. Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried.

**4. PUBLIC COMMENT**

None

**5. PUBLIC HEARINGS**

None

**6. GENERAL BUSINESS**

a. Review the Pros and Cons of Allowing Lot/Parcel Combinations within Residential Subdivisions

Baker asked the Planning Commission if the City should allow lot combinations within newer residential subdivisions for construction of a new house. He said that the City recently received a request to consider allowing a rambler-style home on two lots in the Willow Creek Heights neighborhood. The Planning Commission reviewed a detailed spreadsheet that showed the pros and cons of allowing lot combinations for a new home.

The spreadsheet factored in financial aspects, such as utility connection fees, property tax values/revenues, platting/survey requirements, and costs/responsibilities for unused utility services. Baker noted that the City should also consider: 1) how long a particular lot(s) may remain vacant, 2) the potential for larger accessory buildings/garages to be placed up to the front property line (due to the increased width of the lot), and 3) what the impact may be on the surrounding neighborhood.

Baker suggested that design standards be required with any new home initiated lot combination. He also recommended that the City not allow any accessory structures, such as detached garages, on vacant lots without a principal structure. The Planning Commission members agreed. Freid stated that he was okay with new homes on combined lots as long as it doesn't disrupt the look of the neighborhood. Pelava suggested that the City handle all the lot combination requests consistently and equitably. To avoid digging up the road, Dols and Duban asked if the extra sewer/water services could just be capped off behind the curb or stay as is. The Commissioners agreed that if someone was allowed to combine lots for a new home, that an agreement should be required to address the location of the home and any future accessory buildings. Sticha suggested that rambler-style homes may fit better on two combined townhome lots. The Planning Commission agreed that unique styled homes/lots should be strategically placed within existing residential neighborhoods.

After thoroughly discussing the topic, the Planning Commission came up with the following recommendations concerning lot combination requests: 1) a new home may be allowed on a combined parcel, so long as certain design criteria is met which may require that a new home is centered in the middle of the two lots and that the home is appropriately located within the neighborhood, 2) standalone accessory uses/garages should not be allowed on any vacant lots, and 3) in an effort to promote consistent enforcement and information, a lot combination matrix should be created by the City that would list the different type of lot combination requests that would be allowed and under what conditions.

b. Continue Reviewing the 2025 Comprehensive Plan – Chapter 12, Implementation Section

The Planning Commission continued their review of the Comprehensive Plan by looking at Comprehensive Plan Chapter 12, Implementation. The Commission went through the entire list of tasks under the categories of community identity, growth, infrastructure, coordination, and regulation/policies. They also looked at the list of different financing and partnership opportunities.

c. Review Lonsdale's On-Street Parking Ordinance

Baker explained that the City's Police Department is in the process of making recommended revisions to the City's on-street parking regulations. He said that more trailers and vehicles seem to be parked on residential streets lately, and he said that some residents have voiced their concern with the issue. The Planning Commission reviewed the City's current parking regulations along with a draft copy of a few of the proposed

changes being considered by the City. Baker stated that a revised version of the proposed ordinance amendment should be coming in December or January for further review.

d. City Updates

The Planning Commission reviewed pictures of the Lonsdale Packaging Project, the Lonsdale Business Park Project, the Main Street Plaza Project, and the Kalina Park Project, while Baker relayed the latest update on those projects.

**7. MISCELLANEOUS**

**8. ADJOURNMENT**

A motion was made by Dols and seconded by Sticha to adjourn the meeting. Vote for: Freid, Kodada, Dols, Duban, and Sticha. Against: None. Vote: 5-0. Motion carried. The meeting ended at 8:15 pm.

Respectfully Submitted:

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Benjamin Baker, City Planner