

**MINUTES  
CITY OF LONSDALE  
REGULAR PLANNING & ZONING COMMISSION MEETING  
APRIL 16, 2015**

**MEMBERS PRESENT:**

Voting Members: Dave Dols, Jim Freid, Joe Kodada, 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 Kodada and seconded by Sticha to approve the Minutes from the March 19, 2015 Planning Commission Meeting. Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried.

**4. PUBLIC COMMENT**

None

**5. PUBLIC HEARINGS**

- a. Review an Ordinance Amendment and Conditional Use Permit Application Submitted by NG Properties, LLC to Allow 16 Single-Family Detached Dwellings on 16 Lots in the WELCO Subdivision.

Dols read the public hearing notice and opened the hearing. Baker read through the detailed Staff Report, which included information on location, owner/applicant, request, minimum lot requirements and setbacks, proposed regulations, existing conditions, land use plan, and drainage/utilities. Baker stated that applicant Randy Stangler, 823 Industrial Park Drive SE was requesting: 1) an amendment to City Code §153.040(E) and 2) a Conditional Use Permit. He explained that “single-family detached dwellings” are listed as a Conditional Use in the R-3 Zoning District. He explained that twin home

lots would be converted into detached dwelling lots with 5 ft. side yard setbacks instead of 10 ft. setbacks. Baker explained that the reduced setback would allow for at least 10 ft. of space between homes, whereas twin homes have a shared common wall or a 0 ft. setback. Stangler answered questions from the Planning Commission about the project from the podium. He said that 4 of the 16 homes will be slab-on-grade homes and the remainder will have lower levels. Dols suggested that the roof pitches have a steeper slope. Duban stated that there should be some variation in the façade design of the proposed homes. Sticha recommended that neighboring homes be required to have garages located directly next to each other. Stangler agreed with the Commissioners comments, and he said that the homes will be aesthetically pleasing and fit in with the neighborhood.

Baker read through the comments submitted by Robert L. Nelson, 615 4<sup>th</sup> Circle Drive SE. Nelson's letter asked/commented about emergency vehicle access to rear yards, minimum home size requirements, a requirement for double garages, the home owners association, and property valuation impact. Baker provided an answer for each comment/question.

Wayne Fransdal, 593 4<sup>th</sup> Circle Drive SE, asked about the impact of reducing the side yard setback from 10 ft. to 5 ft. He also commented about precedence. Kodada explained that the Planning Commission recently approved a similar request, converting twin home lots to single-family detached dwelling lots, and Baker further explained that detached dwellings are a more preferred product by potential home buyers and neighbors. Kodada commented on the costs associated with the recently enacted State regulations for in-home sprinkler systems for multi-family units.

Ray Cepelcha, 545 4<sup>th</sup> Circle Drive SE, commented about the recently constructed Habitat for Humanity home in the neighborhood. He wondered if there were enough exits on that home. Pelava stated that each new home permit is reviewed by the Building Inspector for compliance with the State Building Code.

Dols asked if there were any more comments or questions off the floor. No one else responded to his invitation to speak on the matter.

A motion was made by Duban and seconded by Freid to close the public hearing. Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried. The hearing closed at 6:54 pm.

## 6. GENERAL BUSINESS

- a. Consider Approval of an Ordinance Amendment to City Code §153.040(E), R-3 Zoning District, That Would Allow for 5 ft. Side Yard (Interior) Setbacks for Single-Family Detached Dwellings.

Baker reviewed the comments made at the public hearing, and he recommended approval of the proposed ordinance amendment. The Commissioners briefly discussed the ordinance amendment.

A motion was made by Kodada and seconded by Duban to approve an ordinance amendment to City Code §153.040(E), R-3 Zoning District, that allows 5 ft. side yard (interior) setbacks for single-family detached dwellings. Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried.

- b. Consider Approval of a Conditional Use Permit Application Submitted by NG Properties, LLC to Allow 16 Single-Family Detached Dwellings on 16 Lots in the WELCO Subdivision.

Baker referred to the public hearing that was held earlier in the meeting, and he recommended approval of the Conditional Use Permit contingent upon listed conditions. Kodada said that twin home are a tough sell right now, and he said that the proposed detached homes will complement the WELCO neighborhood nicely.

A motion was made by Kodada and seconded by Duban to recommend approve a Conditional Use Permit application submitted by NG Properties, LLC allowing 16 single-family detached dwellings on the Subject Property in the WELCO Addition contingent upon the following conditions:

1. The R-3 Zoning District shall be amended to allow for 5 ft. side yard setbacks for detached single-family homes.
2. The architectural exterior design of each new home shall be compatible with the surrounding area.
3. All new homes shall have at least 1,250 sq. ft. of above ground living space.
4. All new homes shall have a minimum façade roof pitch of at least a 7/12 or greater, and all other pitches shall have a minimum roof pitch of at least 6/12.
5. All new homes shall have a minimum of one (1) façade facing gable end.
6. All new homes shall have a minimum of 20% or 75 sq. ft. (whichever is greater) brick or natural stone of the home's façade.
7. Garages shall be positioned to one side of the home, and bordering garages/driveways shall be located next to each other.
8. All new homes shall have coordinating neutral and/or earth-tone exterior colors.
9. To keep visual constancy throughout the neighborhood, only single-family detached dwellings/homes shall be allowed to be constructed on the sixteen (16) Subject Property lots.
10. The City Administrator, City Planner, or his/her designee, shall review all new home plans for compliance with the required setbacks, architectural design features, and home size before a building permit shall be issued. Building permits shall not be issued for home plans that do not meet said requirements.

Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried.

c. City Updates

Baker provided updates on the Linking Lonsdale Project, the Veterans Memorial Project, the Fishing Pier Project, the CIP Area No. 5 Reconstruction Project, and the Water Tower Rehab Project. He announced that the City would be celebrating Arbor Day on April 24<sup>th</sup> at Lonsdale Elementary School. Pelava discussed a potential Boy Scout cleanup project that may happen at the Rezac Nature Preserve.

d. Zoning Decisions Webinar – Part 3 - Legal Standards: CUPs & IUPs – 10 min.

The Commissioners listened to Part 3 of a “Zoning Decisions” educational webinar put on by the League of Minnesota. Part 3 focused on legal standards, conditional uses, and interim uses. The webinar slides were projected up on the white wall for all to view.

**7. MISCELLANEOUS**

- The Planning Commission discussed issues surrounding sheds/shed permits. Freid said that shed regulations should be published in the newspaper so the public know a permit is required.
- Freid asked if the “no motorized vehicles” sign could be taken out of the culvert by his home and erected back in its spot in the pathway. He also wondered who was responsible for trimming the evergreen trees along the western edge of the Rolling Ridge Trail.

**8. ADJOURNMENT**

A motion was made by Dols and seconded by Duban to adjourn the meeting. Vote for: Freid, Kodada, Dols, Duban, and Sticha. Against: None. Vote: 5-0. Motion carried. The meeting ended at 7:38 pm.

Respectfully Submitted:

---

Benjamin Baker, City Planner