

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
APRIL 18, 2013**

MEMBERS PRESENT:

Voting Members: Jim Freid, Joe Kodada, Ben Sticha, Dave Dols, and John Duban

MEMBERS ABSENT:

Council Representative: Scott Pelava

STAFF PRESENT:

City Planner Benjamin Baker, City Administrator Joel Erickson, Consulting Engineers Andy Brandel and Josh Pope of I & S Group

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 Kodada and seconded by Duban 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 Duban and seconded by Kodada to approve the Minutes from the March 21, 2013 Planning Commission meeting with the noted correction. Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

- a. Review the Lonsdale Business Park Preliminary Plat Submitted by the City of Lonsdale for the Property Located Directly Southwest of State Hwy 19 & Garfield Avenue
Planning Commission Chair David Dols read the public hearing notice and opened the public hearing. The Planning Commission reviewed a detailed staff report, including a zoning map, land use plan, general location map, preliminary plat, grading plan, overall site plan layout, Phase I improvements, City utility system maps, typical street section, and parkland/trails map. The public was provided with the same Staff report and maps. The Planning Commission and audience members listened to a detailed presentation from City Planner Ben Baker, City Administrator Joel Erickson, and Project Engineer Andy Brandel. Baker provided detailed information on the location, owner/applicant, request,

background information, timeline, project details, lots/outlots, existing conditions, surrounding uses, land use plan, zoning, and proposed public land/parkland and trails. Erickson provided an overview on the timeline for the feasibility study, improvement hearing, bidding process, and initial site grading. He also detailed the specific road/highway and utility improvements that will be included in each of the two phases along with information on existing utilities. Erickson said the a wetland delineation, soils reports, and tree preservation plan are all scheduled to be completed before approval of the final plat, dependent on weather. He said that the project engineers are currently working on water flow rate/capacity modeling.

Duban asked if a well would be placed near the future water tower site. Erickson said no, and he explained that any new wells would be located next to the new water treatment plant. Dols asked if businesses in the new business park would be required to pay assessments/fees for a future water tower and/or well. Erickson said that only roadway and utility improvements will be assessed at the time of purchase.

Chair Dols asked if anyone off the floor wanted to speak on the matter. The following four property owners from the Willow Creek Heights neighborhood provided comments/questions:

Todd Zwak, 332 16th Ave SE:

- Asked about the overall grading plan.
- Asked about the future Pond View Drive extension.
- Asked if anything will be done with the existing garbage piles down by the pond.

Erickson said that all the proposed grading work on site will balance. He explained that Pond View Drive will be extended to Garfield Avenue along with Phase II and that no trucks will be allowed to travel through the Willow Creek Heights neighborhood.

Jeffrey Seaton, 508 Pond View Drive SE:

- Commented that he was concerned with the amount of total storm water runoff and what measures the City would be taking to mitigate runoff.
- Commented that he was concerned with possibly losing his current picturesque view across the pond.
- Commented that he was concerned with a potential impact on his property value.
- Suggested that the City implement building design standards.
- Asked if residents in Willow Creek Heights should be concerned about assessments.

Project Engineer Andy Brandel said that the site is being designed for 75% impervious surface and the storm water retention pond will be sized accordingly to accommodate full building out. He mentioned that BMPs (Best Management Practices) will be in place for the project and that they will have to follow all MPCA regulations. Baker and Erickson explained that the I-2 District regulations require specific building materials. They said that the buildings will probably look similar to the newer businesses along Industrial Park Drive SE such as R & L Woodcraft, US Office Furniture, and Shirks Pizza. Erickson noted that metal buildings are not preferred by the City but they may be considered by the

Planning Commission. Baker explained that preliminary / final plat and site plan review will be required before any new business can pull a building permit. Erickson said that a tree preservation study/plan is currently underway for the site. He also said that there will not be any assessments for residents in Willow Creek Heights.

Bryan Carl, 526 Pond View Drive SE:

- Stated that he is NOT in favor of the project.
- Stated that he appreciates his existing view off his rear yard deck of the stars/dark skies. He asked if a lighting plan/study was conducted because he is concerned with potential light pollution limiting his view of the night sky.
- Asked if the proposed grading work will be bid out.

Erickson explained that the City wants to conduct a successful project and to be a good neighbor. He said that any light and noise related nuisances coming from businesses will be enforced by the City. He said that most nuisance complaint calls come to City Hall, so he stated that it is best to solve potential problems up front. He mentioned that the City has not received any complaints since the large ball field lights were installed at Jaycee Park, which are located just feet away from a residential neighborhood. Erickson said that if the City is the land owner/developer, then the project grading and utility work will need to be publicly bid.

Bradley Schmitz, 326 16th Avenue SE:

- Asked about the berm and trees proposed for the 75'-wide greenway buffer and any potential storm water runoff that could end up in his rear yard.
- Commented that he was concerned with potential noise from the Business Park.

Dols asked the public in attendance if there were any more comments on the subject.

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 public hearing closed at 7:25.

Dols thanked everyone for the comments.

Brandel explained that an I & S Group Field Observer/Inspector will be on site during project construction, and that the contractor will be required to prevent any dust and erosion problems. He said that project information can be provided throughout the construction process via newsletters and the City website. He also mentioned that dust and erosion control measures will be inserted into the contract that the general contractor ultimately responsible for adhering to.

6. GENERAL BUSINESS

- a. Update on Recent City Council Action Concerning the Conditional Use Permit for the Three Classroom Addition to Lonsdale Elementary School

Baker provided the Commissioners with an updated copy of CUP 2013-01, a Conditional Use Permit allowing Tri-City United School District to construct a three-classroom

addition to the western side of the existing elementary school. He reviewed previous discussion made by the Planning Commission at the March 21, 2013 meeting, along with discussion and the decision made by the City Council at their April 11, 2013 meeting. Baker noted that the Condition One, regarding the freestanding signage, was revised by the City Council as follows:

Condition No. 1:

The City of Lonsdale prefers that a new permanent freestanding sign be installed in place of the existing wooden post sign. The City Administrator shall work with Tri-City United School District to erect a new permanent sign. If an agreement can be reached, such sign shall be consistent looking with the school building's exterior and comprised of at least 50 percent brick, split faced block, or similar looking masonry material. If an agreement for a new sign cannot be reached, then the existing freestanding sign shall be completely removed from the school grounds.

Baker noted that a nexus needs to be established between the school addition project and suggested signage in order for the City to force the School District to erect a new permanent sign. Administrator Erickson stated that only the High School building in Montgomery has a freestanding sign, but he said that he will try to work with the Tri-City United School District to see if a signage agreement can be reached.

Consider Approval of the Lonsdale Business Park Preliminary Plat Submitted by the City of Lonsdale for the Property Located Directly Southwest of St. Hwy 19 & Garfield Ave

Baker noted that a public hearing was held earlier in the meeting. He recommended approval of the Lonsdale Business Park Preliminary Plat contingent upon the following items being conducted before final plat approval: 1) wetland delineation, 2) a soils report, and 3) a tree preservation survey/plan. Kodada asked about potential noise problems from future businesses near a residential neighborhood. Erickson said that, if needed, the City would try to keep any potentially louder businesses directed away from the Willow Creek Heights neighborhood as-best-possible. Duban asked how the site will be graded. Brandel said that grading will be terraced from Hwy 19 down to Pond View Drive, with significant drops near Hwy 19 and the proposed rear yard swale, located between Commerce Drive and Pond View Drive. After further discussion and review of the preliminary plat, the Planning Commission decided to recommend approval of the Lonsdale Business Park plat.

A motion was made by Kodada and seconded by Duban to approve the Lonsdale Business Park Preliminary Plat (dated 4/3/2013 by I & S Group) contingent upon the following conditions:

- A significant tree survey shall be conducted on site and a correlating tree preservation plan shall be submitted to the City for review before Final Plat approval.
- Soil borings shall be conducted on site and the results/geotechnical report shall be submitted to the City for review before Final Plat approval.

- Wetland delineation shall be conducted on site and the results/report shall be submitted to the City for review before Final Plat approval.

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

b. Consider Scheduling a Public Hearing for May 16, 2013 @ 6:30 pm to Review the Lonsdale Business Park Final Plat

Dols asked the Planning Commission to consider scheduling a Public Hearing for their next regular meeting to review and discuss the Lonsdale Business Park Final Plat.

A motion was made by Duban and seconded by Sticha to schedule a public hearing for May 16, 2013 at 6:30 pm to review the Lonsdale Business Park Final Plat. Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried.

c. Continue Reviewing Goals & Strategies from the 2025 Comprehensive Plan (10/17/05)

The Planning Commission decided to table the Comp Plan review until their next meeting. Erickson said that the EDA is currently reviewing Comp Plan Chapter 6, Economic Development. This item was tabled until the May 16th meeting.

7. MISCELLANEOUS

- Erickson mentioned that the EDA decided at their meeting earlier in the day to hold off on the Main Street Streetscape Project for now and possibly tie it into a Downtown street reconstruction project sometime in the future.
- Erickson stated that, as of right now, negotiations have been discontinued for the potential purchase of the property at 133 Main Street North.
- Kodada mentioned that something needs to be done with the deteriorated temporary “Fireworks” sign on the 101 Main Street South building.
- Duban stated that a sign advertising Downtown Lonsdale should be erected at the property along Baldwin Avenue.

8. ADJOURNMENT

A motion was made by Kodada and seconded by Sticha to adjourn the meeting. Vote for: Freid, Kodada, Dols, Duban, and Sticha; Against: None. Vote: 5-0. Motion carried. Motion carried. The meeting ended at 7:49 pm.

Respectfully Submitted:

Benjamin Baker, City Planner