

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
MAY 25, 2016**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

John Duban

STAFF PRESENT:

City Planner Benjamin Baker

1. CALL TO ORDER

Chair Dols called the meeting to order at 6:00 pm in the Council Chambers at 415 Central Street West.

2. AGENDA

Dols asked if anyone had any additions or deletions to the agenda. Baker asked if Agenda Item 6(e) could be added to the agenda, regarding review of a revised site plan for 117 Delaware Street SE.

A motion was made by Kodada and seconded by Sticha to approve the agenda with the noted addition. Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried.

3. APPROVAL OF MINUTES

A motion was made by Freid and seconded by Sticha to approve the Minutes from the April 21, 2016 Regular Meeting as presented. Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

None

6. GENERAL BUSINESS

- a. Consider Approval of Resolution 2016-32, a Resolution Approving a Revised Site Plan for a New 12,000 sq. ft. Industrial/Manufacturing Building at 1951 Commerce Drive SE – Technical Methods, Inc. (TMI) & APPRO Development, Inc.

Baker read through a detailed Staff Report pertaining to a Revised Site Plan for 1951 Commerce Drive SE. He noted the changes to the parking lot, interior floor plan, and exterior materials. He said that the new plans show a 12,000 sq. ft. building, compared to the previous 15,360 sq. ft. building/site plan approved last year. He noted that there will still be plenty of room to expand the building toward the south in the future. The Planning Commissioners reviewed the proposed Resolution, associated map/site plan, floor plan, and building elevations. Jim Connelly, of APPRO Development, stated that they hope to break ground on the project on the 3rd week of June. TMI Owner Nick Nelson stated that they would like to be completed with the project by the end of October. He said that they currently have 15 employees, but they plan to add a few more workers from the Lonsdale area once the new building is up and running.

A motion was made by Kodada and seconded by Freid to recommend approval Resolution 2016-32, a resolution approving a revised site plan for a new 12,000 sq. ft. industrial/manufacturing building at 1951 Commerce Drive SE. Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried.

- b. Consider Approval of Resolution 2016-33, a Resolution Approving CUP No. 2005-01 – Revision No. 1, Permitting a New 10,000 sq. ft. Building at 209 Ash Street NW – Steve Vosejka, Lonsdale Feed Mill

Baker read through a detailed Staff Report pertaining to a Revised Site Plan for 209 Ash Street NW. He noted the changes from the old 2015 plan to the newly revised site/building plan. He said that the building will still be around 10,000 sq. ft. but that the new roof will be sloped metal instead of the previously proposed flat roof. He noted that the new plan only shows one pitched parapet/sign on the southwest façade. Baker said that the Office/Retail Area will be around 800 sq. ft. smaller than the original plan, but the revised warehouse area will be a little larger. The Planning Commissioners reviewed the proposed Resolution, associated map/site plan, floor plan, and building elevations. Dols asked if there was plans to pave Mill Street NW. Baker said that, depending on the need, that Mill Street would probably be improved along with the Area No. 2 – Phase II Project (4th & 5th Avenue NW Project) that could happen sometime in the next 10 years. Kodada wondered if an access easement was needed behind the Whistle Stop Tavern. Baker relayed the following comments submitted by Planning Commissioner John Duban: 1) make sure that the retention pond is safe for kids and travelers and 2) the traffic pattern should be fixed that runs between the Feed Mill and the Whistle Stop from Railway Street & 2nd Avenue. Lonsdale Feed Mill owner Steve Vosejka presented the Commission with samples of the building material that will be used on the exterior of the new building. Overall, the Planning Commission agreed that the building and site plan looks good, and they said that the new building will be a nice addition to the center of town.

A motion was made by Kodada and seconded by Sticha to recommend approval of Resolution 2016-33, a resolution approving CUP No. 2005-01 – Revision No. 1, permitting a new 10,000 sq. ft. building at 209 Ash Street NW. Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried.

- c. Consider Approval of Resolution 2016-34, a Resolution Combing Parcel 1926427001 (315 2nd Avenue SW) with Parcel 1926427007 (333 2nd Avenue NW) – Kathy Kahler
Baker said that property owner of 315 & 333 2nd Avenue SW, Kathy Kahler, has requested to combine her two properties together in order for accessory structures/uses to be allowed on the currently vacant 333 2nd Avenue SW property. He noted that Kahler plans to use the recently acquired, 333 2nd Avenue SW, property for a garden, shed, pergola/patio, and/or a fire pit. Baker reminded the Planning Commission that they previously discussed the request at the April 21st Planning Commission meeting, and they agreed that since a house has not been constructed on the 333 2nd Avenue SW property, in over a century, that they would be open to the idea of combining the two parcels. The Commissioners reviewed the attached plat/survey/maps and pictures of the subject property. Kahler said that she was thinking of moving the current non-conforming shed, located on the 333 2nd Avenue SW property, toward the west/alleyway, and possibly rehabbing the old shed or removing it and starting over. She also asked if the Colorado Street drain/tile/culvert could be moved or removed.

A motion was made by Kodada and seconded by Freid to recommend approval of Resolution 2016-34, a resolution combing Parcel 1926427001 (315 2nd Avenue SW) with Parcel 1926427007 (333 2nd Avenue NW). Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried.

- d. Consider Approval of Ordinance 2016-269, an Ordinance Converting the 2007 Rolling Ridge Market Place Planned Unit Development Agreement Language into the Lonsdale Zoning Ordinance

Baker stated that there is a closing date scheduled for June 12th for Fred's Market Place located in the Rolling Ridge Market Place. He stated that the buyer's attorney created a list of items that need to be completed before closing, including fixing issues with the Rolling Ridge Market Place PUD Agreement from 2007. Baker said that the buyer's attorney found that although the 2007 Agreement was signed by City Officials, it was never signed by the owner/developer, Gene Berens; therefore, making the PUD Agreement invalid. Baker said that the City Attorney recommended that the City go through the standard ordinance approval process to convert the existing PUD Agreement language into the Zoning Ordinance. For reference, the Planning Commission briefly reviewed the 2007 PUD RRMP Agreement, Ordinance 2007-221, Ordinance 2001-118, and Ordinance 2008-225, all pertaining to the zoning of the Rolling Market Place.

A motion was made by Kodada and seconded by Freid to approve Ordinance 2016-269, an ordinance converting the 2007 Rolling Ridge Market Place Planned Unit Development Agreement language into the Lonsdale Zoning Ordinance/City Code. Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried.

e. Consider Approval of a Revised Site Plan for 117 Delaware Street SE, PetStop Veterinarian Clinic

Baker read through a detailed Staff Report pertaining to a Revised Site Plan for 117 Delaware Street SE. He noted the changes from the old plan compared to the newly revised site/building plan. He said that the applicants were still proposing to construct a 44' x 72' (3,168 sq. ft.) building, but he mentioned that due to the poor soils on the west side of the property, they revised the site plans to show the building located on the east side of the property and the parking lot to the west. Judd Werner, Stanley & Wencel, LLC, explained that additional soil borings and associated geotechnical report were recently completed showing that the east-side of the property only has 7 ft. of soil correction needed compared to around 35 ft. on the west-side. Werner said that they would like to start as-soon-as-possible, noting that construction will likely take 8-10 weeks. Pelava said that he recently talked with property owner, Wendy Whitney, and he relayed her desire to save money on the total project cost and not pave the parking lot at this time. The Planning Commission agreed that they would all like to see the parking lot paved, since the Code requires it and the City will be constructing a new paved road in front of the property. However, the Commissioners also stated that they were not opposed to having the paving requirement lessened, if the City Council felt it was important to not burden new businesses coming to town.

A motion was made by Dols and seconded by Freid to approve a revised site plan for 117 Delaware Street SE, PetStop Veterinarian Clinic. Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried.

7. MISCELLANEOUS

Freid and Kodada asked if the vacant Rolling Ridge Market Place lots were going to be mowed soon.

Dols asked if the cardboard bundle piles located behind Fred's Market Place should be located and hidden within the enclosure area.

8. ADJOURNMENT

A motion was made by Kodada and seconded by Freid to adjourn the meeting. Vote for: Freid, Kodada, Dols, and Sticha; Against: None. Vote: 4-0. Motion carried. The meeting ended at 6:52 pm.

Respectfully Submitted:

Benjamin Baker, City Planner