

**MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
JULY 24, 2014**

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 Sticha and seconded by Kodada to approve the Minutes from the May 14, 2014 Planning Commission Meeting and the June 19, 2014 Lonsdale Business Park Site Visit. 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. Update on the Lonsdale Mini-Storage Project & Site Plan @ 836 Ind. Park Drive SE

Baker provided the Commission with a revised site plan to review for the Lonsdale Mini-Storage Project at 836 Industrial Park Drive SE. Baker stated that City Staff and the City Engineer did review the revised site plan changes after an official land use application for a "Minor Site Plan Amendment" and applicable fee were submitted. Baker explained that the asphalt pavement along the western side of the property was reduced from 24 ft.

wide down to 20 ft. wide. He also noted that the extra 4 ft. of green space allowed the builder to eliminate the retaining wall originally planned to run along the western property line.

The Commissioners had no concerns regarding the site plan changes and thanked Baker for the update.

b. Update on the Willow Creek Heights Twin Home Lots Meeting

Baker provided the Commission with an update on a meeting that took place on July 22nd. He stated that 2 of the 4 Willow Creek Heights twin-home property owners attended the meeting to primarily discuss available options for detached homes instead of twin homes. Baker stated that the property owners may possibly attend a future Planning Commission meeting to get feedback on a possible rezoning application for their vacant lots along 16th Avenue SE from R-2A to R-2 or PUD- Villas. Baker stated that the City is mostly concerned with three items: 1) consistency with neighborhood aesthetic and home alignment, 2) sewer/water hook-up fees, and 3) spurring home building. Baker provided the Commissioners with a copy of Ordinance 2006-204 and associated planning documents pertaining to the City's approval of a 2006 rezoning request by Bakken Development Inc. and Metro Classic Homes. Baker explained that back in 2006, the City approved the rezoning of ten R-2A zoned lots to "Planned Unit Development – Willow Creek Heights Villas". He noted that the villas lots along Connecticut Drive SE have a reduced setback of 5 ft. compared to typical 10 ft. setback. After reviewing the topic, the Planning Commissioners agreed that they would be okay with either larger-lot detached homes or smaller-lot detached villas with increased design standards. They also agreed that the property owners should attend a future Planning Commission meeting and provide more details on their proposed homes.

c. Update on WAC/SAC Deferral Discussion

The Planning Commission reviewed Ordinance 2014-258, an amendment being considered by the City Council that would amend the City's Fee Schedule to allow home builders to defer WAC/SAC payments in order to spur new home construction. Baker explained that the deferment idea stemmed from February's Builder's Forum Meeting. He stated that the City would still ultimately collect the hook-up fees at the time of closing and no-later-than 12 months from the issuance of the building permit. The Planning Commissioners all agreed that the idea was a good, and they also agreed that it seemed more fair compared to previous ideas where no SAC/WAC fees would be paid.

d. Review Enforcement of Neighborhood Covenants and Potential Minimum Design Standards for Newer Residential Neighborhoods

The Planning Commission discussed what the City's role should be in enforcing neighborhood covenants and design standards. Baker provided the Commissioners with comments from the City Attorney on the subject, which stated that "restrictive covenants are private matters to be resolved by the parties to the covenants." Baker mentioned that even though the City doesn't need to enforce covenants, that ultimately residents drag the City into issue because no one else is enforcing the covenants. He explained that many of the original neighborhood developers are gone and that neighborhood associations and

architectural review committees haven't been established and/or maintained, therefore leaving the responsibility for plan review and enforcement to the City. Baker noted that from this point forward, the City has decided that a curtesy review will be conducted on behalf of the City for new home plans, in which any items not meeting the standards of the covenants will be noted. He said that such notes would then be relayed to the home builder to make them aware that some building components are out of compliance and should be revised to meet the neighborhood standards. Baker noted that the City would not push the issue further than a curtesy review. The Planning Commission agreed with the City's approach to the issue, and they also suggested that minimal design standards should be implemented on a city-wide level and be listed in the City Code for all future new homes. Baker provided an example of basic minimal standards for new homes that could be considered:

- Minimum home size: 1,100 sq. ft.
- Minimum garage size: Attached 2-Stall (440 sq. ft.)
- Minimal exterior materials: 75% sq. ft. brick/stone
- Minimum roof pitch: 6/12
- Minimal front landscaping: Planting beds of at least 2 yds. of bedding (colored mulch or decorative rock material)

Baker noted that the City's current minimal standard for new single family homes:

- Ground floor space of at least 960 sq. ft.
- Home width of not less than 20 ft.

The Planning Commission agreed that the City's minimal standards for single-family homes should be updated to ensure better neighborhoods and property values in the future. Baker said that he would like to get feedback on the topic from local home builders first before proceeding with an ordinance amendment.

e. Consider Creating a New "CI, Commercial-Industrial" Hybrid Zoning District for the Lonsdale Business Park / Consider Zoning the Rezac Nature Preserve as "P, Parks and Open Space"

The Planning Commission reviewed a proposed zoning map which showed the new Lonsdale Business Park being zoned as C-I. Baker explained that C-I, Commercial-Industrial, is a proposed new zoning district that would incorporate uses and standards from the B-2, Highway & Business Service District along with the I-1 & I-2 Industrial Districts. The Commissioners also reviewed a spreadsheet which listed and compared all the allowable uses, lot requirements, and design standards for the B-1, I-1, and I-2 Zoning Districts. Because of the Hwy 19 gateway corridor, the Planning Commission liked the idea of having the area located between Commerce Drive and Hwy 19 zoned as C-I with higher design standards, and keeping the property south of Commerce Drive zoned as I-2. Baker noted that the area south of Pond View Drive SE would be rezoned as "Park" and host the Rezac Nature Preserve, compost site, and archery range. The Planning Commissioners stated that they were okay with the idea of a new C-I District that

incorporates the B-1, I-1, and I-2 Districts together. They suggested that more detailed language be included to distinguish between metal buildings and pole buildings.

7. MISCELLANEOUS

- In regard to the still unopened drive-through lane at Subway, Dols stated that any future drive-through restaurants approved by the City should be required to open within a specified period of time. He mentioned residents are dissatisfied with the unopened drive through at Subway.
- Dols asked about the status of the boardwalk trails. Baker said that the Council will be reviewing the project bids on July 31st.

8. ADJOURNMENT

A motion was made by Kodada and seconded by Freid to adjourn the meeting. Vote for: Freid, Kodada, Dols, Duban, and Sticha. Against: None. Vote: 5-0. Motion carried. The meeting ended at 8:10 pm.

Respectfully Submitted:

Benjamin Baker, City Planner