

MINUTES
CITY OF LONSDALE
REGULAR PLANNING & ZONING COMMISSION MEETING
SEPTEMBER 20, 2012

MEMBERS PRESENT:

Jim Freid, Joe Kodada, Dave Dols, John Duban, Ben Sticha, and Scott Pelava

MEMBERS ABSENT:

None

STAFF PRESENT:

City Planner Benjamin Baker and City Administrator Joel Erickson

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 Sticha to approve the agenda as presented. Vote for: Freid, Kodada, Dols, Duban, Sticha; Against: None. Vote: 5-0. Motion carried.

3. APPROVAL OF MINUTES

A motion was made by Freid and seconded by Kodada to approve the minutes from the July 19, 2012 meeting. Vote for: Freid, Kodada, Dols, Duban, Sticha; Against: None. Vote: 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. GENERAL BUSINESS

a. City Updates

- *2012 Street Reconstruction Project (CIP Area No. 2 – Under Construction)*

The Commissioners reviewed the latest construction newsletter, and Erickson provided the Commission with a detailed update on the 2012 Street Project. He said that the project should be completely blacktopped by mid-October.

- *2013 Street Reconstruction Project (CIP Area No. 5 – Feasibility Report & Neighborhood Meeting)*

The Commission reviewed maps of the 2013 Street Project, and Erickson went through the list of proposed infrastructure improvements for the southern portion of CIP Area No. 5. He noted that a neighborhood meeting was held at the American Legion on September 13th to review the feasibility report and preliminary assessment figures.
- *City Council – 2013 Budget*

Erickson stated that the Council approved the 2013 Preliminary Budget and Levy at their September 13th meeting. He noted that the 2013 Preliminary Levy represents a 0% increase over the 2012 Levy. He mentioned that next year's budget includes funding for more street/trail maintenance, extra mosquito control, and funds for needed improvements at the 3R Landmark Building.
- *2012 Jaycee Park Improvement Project*

Baker noted that the Jaycee Park Project was mostly complete. He said that the drain tile work, paving, fencing, dugouts, and seeding have all been done.
- *2013 Sticha Park Pavilion Project*

The Commissioners reviewed the latest site plan for Sticha Park, and Baker mentioned that the City Council approved advertising the 2013 Sticha Park Pavilion Project for bids this Fall.
- *WELCO Retaining Wall Removal Project & Reopening of the Heath Creek Trail*

The Commissioners reviewed pictures of the completed WELCO Retraining Wall Removal Project, and Baker noted that the Heath Creek Trail is now safe to reopen. He also mentioned that the City is working to get the Heath Creek Trail extended back up to Hwy 19 (closer to 8th Avenue NE) in 2013.
- *\$1.5 Million DEED Grant - Garfield Avenue Business Park*

The Commissioners reviewed an article from MPR News and information from the Department of Employment & Economic Development (DEED) concerning the recent grant awards announced by Governor Mark Dayton. Baker stated that Lonsdale received \$1.5 million for street and utility improvements for a proposed business park along Garfield Avenue. He said that there were over 90 applicants competing for the \$47.5 million grant funding, designed to spur job creation. He mentioned that there were only 9 cities that received grant funding, and he said that Lonsdale's application scored fourth overall. The Commission also reviewed a few preliminary maps of the proposed project.

- *Building Permit Update*

Baker noted that as of September 20, 2012, there were 278 total building permits, 9 new home permits, and 181 reroofing permits issued.

- *Lonsdale Housing Study*

Baker and the Commissioners reviewed and discussed 20 pre-selected pages from a recently conducted housing study (72 pages) for Lonsdale. In reference to some of the Lonsdale Housing Study's recommendation for more affordable rental units, Freid mentioned that he was not in favor of adding anymore rentals in Lonsdale for reasons of unkempt and cluttered yards and possible loitering problems.

b. Review & Discuss Regulations for Downtown Signs

Erickson explained that the EDA has recently been discussing the need to help promote downtown businesses by means of a larger off-premise sign or a possible amendment to the sign ordinance to allow for larger projecting signs. Baker explained that the City wants to help local businesses but also wants to preserve aesthetic views along Hwy 19 that could be ruined with additional signage. After discussing the issue, the Commissioners agreed that they would be open to the idea of a common off-premise sign along Hwy 19 that would promote Downtown Lonsdale. The Commissioners were also open to the idea of allowing projecting signs to expand away from downtown buildings from 2 ft. (current standard) to 4 ft. The Commission discussed the potential problems that could arise with the proposed two options, including the following:

Options 1: Potential concerns/questions with a common off-premise sign:

- More signage along Hwy 19 (aesthetics)
- Who would pay for such a sign and maintain it?
- Would it be open to only businesses along Main Street?
- Should the sign be a general advertisement sign for the downtown area or have multiple slats for many businesses?

Option 2: Potential concerns/questions with a sign ordinance amendment for projecting signs:

- Would an increase in the projection distance of 2 ft. really help better advertise Main Street businesses from travelers along Hwy 19.
- If projecting signs are encouraged, what affect would that have on the appearance of the downtown area (aesthetics)

After further discussion, the Planning Commission agreed that they would be open to either option (as mentioned above). Erickson stated that he would bring the item back to the EDA and Planning Commission if further interest was shown by downtown businesses.

c. Review & Discuss a Proposed Ordinance Amendment to Chapter 151, Floodplain Management

The Commission reviewed the updated floodplain management ordinance amendment language. Baker mentioned that the proposed ordinance amendment was reviewed by Ceil Strauss, Minnesota's National Flood Insurance Program Coordinator. He noted that Lonsdale is listed as a "participating community" in the National Flood Program, and he explained that Lonsdale was recently "mapped" when the new Flood Insurance Rate Map (FIRM) went into effect on April 3, 2012.

A motion was made by Duban and seconded by Freid to schedule a Public Hearing for October 25, 2012 concerning the proposed floodplain management ordinance amendment (proposed Ordinance 2012-253). Vote for: Freid, Kodada, Dols, Duban, Sticha; Against: None. Vote: 5-0. Motion carried.

d. Review & Discuss a Proposed Ordinance Amendment to §153.072, Permitted Encroachments – Yards

Baker stated that at the last Planning Commission meeting, the Commissioners reviewed six pages of pictures showing different types of existing yard encroachments currently within Lonsdale. He said that the Commission also reviewed the current regulations for permitted encroachments, and they all agreed that the ordinance language should be updated to allow restricted yard encroachments in older neighborhoods and limited yard encroachments in newer developments.

The Commissioners reviewed a City-wide subdivision map, showing all the platted subdivisions/phases along with the associated year that the plat was approved. Baker noted that according to the map there seems to be a natural division for single-family homes within subdivisions before and after 1997. Baker also reviewed the new ordinance language with the Commission. Kodada mentioned that "1990" could also be used as a cutoff date for allowable encroachments in older neighborhoods. After further review and discussion, the Commissioners agreed to move the proposed ordinance amendment along to a public hearing.

A motion was made by Kodada and seconded by Sticha to schedule a Public Hearing for October 25, 2012 concerning the proposed permitted yard encroachments ordinance amendment (proposed Ordinance 2012-254). Vote for: Freid, Kodada, Dols, Duban, Sticha; Against: None. Vote: 5-0. Motion carried.

e. Consider Scheduling a Public Hearing to Review the City's Latest Supplement to City Code (Codification by American Legal)

Baker explained that the codification process was finally complete and that a public hearing was needed to adopt the latest supplement to the City Code.

A motion was made by Duban and seconded by Kodada to schedule a Public Hearing for October 25, 2012 concerning the proposed ordinance amendment (proposed Ordinance 2012-252). Vote for: Freid, Kodada, Dols, Duban, Sticha; Against: None. Vote: 5-0. Motion carried.

7. MISCELLANEOUS

- John Duban stated his concerns regarding vehicle noise levels near his home at 8th Avenue NW and Co Rd 4.

8. ADJOURNMENT

A motion was made by Freid and seconded by Kodada 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 9:14 pm.

Respectfully Submitted:

Benjamin Baker, City Planner