

**AGENDA**  
**REGULAR PLANNING COMMISSION MEETING**  
**February 14, 2017 - 7:00 P.M.**  
**9180 Lexington Avenue, Lexington, MN**

1. CALL TO ORDER
  - A. Roll Call: Chairperson Olsson, Commissioners Bautch, O'Neil, Thorson and Vanderbloomer
2. CITIZENS FORUM
3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS
4. LETTERS AND COMMUNICATION
5. Building Permits for: January 2017 pg. 1-2
6. APPROVAL OF PLANNING COMMISSION MINUTES
  - A. January 10, 2017 pg. 3-4
7. DISCUSSION ITEM:
  - A. Section 11.34. Dimensional Requirements pg. 5-6
8. NOTE COUNCIL MINUTES:
  - A. January 5, 2017 pg. 7-11
  - B. January 19, 2017 pg. 12-13
9. PLANNING COMMISSION INPUT
10. ADJOURNMENT



**City of Lexington**  
**Permits Issued & Fees Report - Detail by Address**  
**Issued Date From: 1/1/2017 To: 1/31/2017**  
**Permit Type: All Property Type: All Construction Type: All**  
**Include YTD: Yes Status: Not Voided**

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
<b>Permit Type: Building</b>													
<b>Permit Kind: Commercial Remodel</b>													
2017-00003	01/17/2017	9155 S SERVICE DR	0		133,900.00	1,554.47	1,010.41	66.95					2,631.83
<b>Permit Type: Building - Totals</b>													
Period			1	0	133,900.00	1,554.47	1,010.41	66.95					2,631.83
YTD			1	0	133,900.00	1,554.47	1,010.41	66.95					2,631.83
<b>Permit Type: Fire</b>													
<b>Permit Kind: Commercial Fire Alarm</b>													
2016-00098	01/04/2017	9046 LAKE DR	0		1,200.00	59.07		0.60					59.67
<b>Permit Type: Fire - Totals</b>													
Period			1	0	1,200.00	59.07		0.60					59.67
YTD			1	0	1,200.00	59.07		0.60					59.67
<b>Permit Type: Mechanical</b>													
<b>Permit Kind: Commercial Remodel</b>													
2017-00001	01/04/2017	9155 S SERVICE DR	0		24,000.00	480.00	312.00	12.00					804.00
<b>Permit Type: Mechanical - Totals</b>													
Period			1	0	24,000.00	480.00	312.00	12.00					804.00
YTD			1	0	24,000.00	480.00	312.00	12.00					804.00
<b>Permit Type: Plumbing</b>													
<b>Permit Kind: Commercial Remodel</b>													

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
<b>Permit Type: Plumbing</b>													
<b>Permit Kind: Commercial Remodel</b>													
017-00004	01/23/2017	9157 S SERVICE DR	0	0	40,000.00	800.00		20.00					820.00
<b>Permit Type: Plumbing - Totals</b>													
			1	0	40,000.00	800.00		20.00					820.00
			YTD	1	0	40,000.00	800.00	20.00					820.00
<b>Report Total</b>													
			4	0	\$199,100.00	2,893.54	1,322.41	99.55					4,315.50
			YTD	4	0	\$199,100.00	2,893.54	1,322.41	99.55				4,315.50

**AGENDA**  
**REGULAR PLANNING COMMISSION MEETING**

**January 10, 2017 - 7:00 P.M.**  
**9180 Lexington Avenue, Lexington, MN**

1. CALL TO ORDER

A. Roll Call: Chairperson Olsson, Commissioners Bautch, O'Neil, Thorson and Vanderbloomer

*Chairperson Olsson called to order the Public Hearing on January 10, 2017 at 7:00 p.m. Commissioners Present: John Bautch, John O'Neill, Ron Thorson, and Mark Vanderbloomer. Also present: John Hughes, Councilmember; Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Ron Wasmund, Building Official.*

2. ELECTION OF OFFICERS

Chairperson

Vice Chairperson

*Vanderbloomer made a motion to maintain Chris Olsson and John O'Neill as the Chairperson and Vice Chairperson. The motion was seconded by Bautch. Motion carried 5-0.*

3. CITIZENS FORUM

*No citizens were present to address the Commission*

4. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

*A motion was made by Olsson to approve the agenda as typewritten. The motion was seconded by O'Neill. Motion carried 5-0.*

5. LETTERS AND COMMUNICATION

Building Permits for December 2016

*No discussion on December 2016 building permits*

6. APPROVAL OF PLANNING COMMISSION MINUTES

A. December 13, 2016

*A motion was made by Olsson to approve the December 13, 2016 Planning Commission with a correction to a typo to Olsson's name in the minutes. The motion was seconded by Vanderbloomer. Motion carried 5-0.*

7. DISCUSSION ITEM:

A. Section 11.34. Dimensional Requirements

*Olsson asked if the chart format for Section 11.34 is appropriate. Petracek and Wasmund agreed that it is easier to quickly review the dimensional requirements of our zoning code in chart format. Discussion ensued.*

*Olsson asked why we are using St. Joseph's and Empire Township as examples. Petracek explained they are communities that Inspectron provides services to and it is more about familiarity for Wasmund. Wasmund also explained both ordinances have been recently updated. Discussion ensued.*

*The Planning & Zoning Commission discussed revising Section 11.34 Dimensional Requirements of the Zoning Code.*

*Following Discussion items to bring back to the February meeting:*

- 1. The City Attorney's marked up version of Section 11.34*
- 2. Spell out foot notes*
- 3. Add columns for accessory buildings*
- 4. Recommendations for M-1 lot area and width*
- 5. Make chart larger*

8. NOTE COUNCIL MINUTES:

- A. December 1, 2016
- B. December 15, 2016

*No discussion on December 1st and December 15th, 2016 Council minutes*

9. PLANNING COMMISSION INPUT

*No input from the Planning Commission*

10. ADJOURNMENT

*Bautch made a motion to adjourn at 9:33 p.m. The motion was seconded by Olsson. Motion carried 5-0.*

## SECTION 11.34. DIMENSIONAL REQUIREMENTS.

### SCHEDULE OF ZONING DISTRICT REGULATIONS FOR AREA, BULK, PLACEMENT AND LAND USE INTENSITY

	Minimum Lot Area in Square Feet	Minimum Lot Width	Minimum Lot Depth	Maximum Lot Coverage (All structures & paved surfaces)	Minimum Front Yard	Minimum Rear Yard	Minimum Side Yard	Maximum Height Principal Structure	Minimum Rear Yard Detached Accessory Structure	Maximum Height Detached Accessory Structure
B-1	No Limit	No Limit	100	80%	35	30	15	2 stories		1 story
B-2	15,000	50	100	80%	25	40	10	2 stories		1 story
B-3 (a)(d)	No Limit	No Limit	300	80%	None	None	None	2 stories		1 story
B-4	15,000	50	100	80%	25	25	10	1 story		1 story
B-5	15,000	50	150	75%	25	25	20	3 stories		1 story
R-1	11,250	75	150	40%	35	20	5	3 stories or 40'		1 story
R-2	10,000 SFH 12,000 DU	75 SFH 80 DUP	130	45%	30	20	5	3 stories or 40'	10	1 story
R-3	3,500 DU or 12,000 (whichever is greater)	No Limit	80	60%	25	30	10	3 stories or 40'		1 story
R-4	3,000 DU or 12,000 (whichever is greater)	No Limit	No Limit	70%	25		25	4 stories or 45'		1 story
R-5	3,500 DU	35	100	45%	25	10	15 Commercial 5 Residential	1 story		1 story
M-1	No Limit	No Limit	100	80%	35	30	15 Commercial 5 Residential	45'		1 story
M-2	3,500 DU or 12,000 (whichever is greater)	No Limit	No Limit	75%	25	25	15 Commercial 5 Residential	40'	10	1 story
O-S										

Table in lineal feet unless indicated. Dwelling Unit = DU. Single Family Home = SNF. Duplex = DUP. Text Indicates Inactive Zoning Designation

1. General Requirements

- a. Setbacks are measured from the back of the public right of way or public easement.
- b. Minimum Rear Yard shall be increased by 50% for commercial and industrial lots directly abutting any Residential District.
- c. Minimum Side Yard shall be increased by 100% for commercial and industrial lots directly abutting any Residential District.
- d. All lots shall abut for their full required minimum frontage on a publicly dedicated street. [Existing language]
  - i. [KG' Suggested Change: All lots shall have frontage abutting a public right of way. The required minimum frontage shall abut that public right of way.]



**Unapproved minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
JANUARY 5, 2017 – 7:00 P.M.  
9180 LEXINGTON AVENUE**

**1. SWEARING IN CEREMONY**

- A. Mayor Kurth
- B. Councilmember Harris
- C. Councilmember Murphy

*Petracek conducted the swearing in of Mayor Kurth, Councilmember Harris, and Councilmember Murphy.*

**2. CALL TO ORDER: – Mayor Kurth**

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

*Mayor Kurth called to order the Regular City Council meeting for January 5, 2017 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Gary Grote, Fire Chief; Wal-Mart Representatives; Numerous members of the Lexington Fire Department. Carter Johnson, Quad Press; Quad Press Reporter.*

**3. CITIZENS FORUM**

*No citizens were present to address the council*

**4. FIRE DEPARTMENT – Presentation of Appreciation Award to Wal-Mart Managers**

*Gary Grote, Fire Chief presented an Appreciation Award to two area Wal-Mart store managers for their grant contribution to the Lexington Fire Department to purchase new fire fighter helmets. Chief Grote recognized Fire Fighter Mike Moleski for his initiative and ability to write the grant to Wal-Mart for the helmets. Discussion ensued.*

**5. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

*A motion was made by Councilmember Devries to approve the agenda as typewritten. The motion was seconded by Councilmember Harris. Motion carried 5-0*

**6. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Harris) – *Harris provided an overview of the noise complaints received by the Airport Commission. She stated the next meeting would be held in March. Discussion ensued.*
- B. Cable Commission (Councilmember Payment) – *No report.*
- C. City Administrator (Bill Petracek) – *Petracek provided an update on the Union negotiations with the Centennial Lakes Police Department.*

**7. LETTERS AND COMMUNICATIONS:**

- A. 2016 Holiday Lighting Contest Winners
- B. Thank you –Archer Robotics Competition Team – Use of Lovell Building
- C. Planning & Zoning meeting minutes – December 13, 2016
- D. December 15, 2016 Council Workshop meeting minutes
- E. Centennial Lakes Police Department Media Report
  - December -15, 2016 through December-21, 2016
  - December 22, 2016 through December 28, 2016
- F. North Metro TV – November Update
- G. Centennial Lakes Police Department – January 2017 Newsletter

*Mayor Kurth announced and congratulated the winners of the Holiday Lighting Contest:*

*3 - 8711 Dunlap Ave.  
2 – 8919 Naples Ave.  
1 – 9216 Syndicate Ave.*

**8. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting –December 15, 2016
- B. Recommendation to Approve Claims and Bills:  
Check #'s 13473 through 13476  
Check #'s 41507 through 41561  
Check #'s 41562 through 41572  
Check #'s 41580 through 41596  
Check #'s 11216 through 11232

Financial Reports

- Cash Balances

- Fund Summary – Budget to Actual
- C. Recommendation to approve 2017 Pay Equity Report

*A motion was made by Councilmember Hughes to approve the consent agenda items. The motion was seconded by Councilmember Devries. Motion carried 5-0.*

## **9. ACTION ITEMS:**

- A. Recommendation to approve hiring Onna Belter and Keith Harris as Firefighters.

*A motion was made by Councilmember Hughes to approve the hiring of Onna Belter and Keith Harris as fire fighters. The motion was seconded by Councilmember Devries. Motion carried 4-0. 1- Abstain: Councilmember Harris abstained.*

- B. Resolution NO. 17-01 A Resolution naming Appointees For 2017

*Mayor Kurth explained some of the changes to his appointments. Discussion ensued. A motion was made by Councilmember Harris to approve Resolution No. 17-01 – A Resolution naming appointees for 2017. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

- C. Resolution NO. 17-02 A Resolution Adopting Fee Schedule

*Petracek explained that additional fees are included to the fee schedule: An administrative charge of 15% of the amount billed/assessed. Petracek explained as we keep pushing harder on property maintenance, there is considerable amount of staff time needed to follow through with the billing process. He added that an additional fee also has been added for returned checks/NSF Fee of up to \$30.00 for returned checks at the liquor store. Discussion ensued.*

*A motion was made by Councilmember Hughes to approve Resolution No. 17.02 – A Resolution Adopting Fee Schedule. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

- D. Resolution NO. 17-03 A Resolution Establishing Procedures Relating To Compliance With Reimbursement Bond Regulations Under the Internal Revenue Code

*A motion was made by Councilmember Devries to approve Resolution No. 17-03 – A Resolution establishing procedures relating to compliance with reimbursement bond regulations under the internal revenue code. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

- E. Resolution NO. 17-04 A Resolution Authorizing Signatories For the City Of Lexington Financial Accounts and Checks and Granting Finance Director Access To the City's Financial Account For 2017

*A motion was made by Councilmember Murphy to approve Resolution No. 17-04 – A Resolution authorizing signatories for the City of Lexington financial accounts and checks and granting*

*finance director access to the city's financial account for 2017. The motion was seconded by Councilmember Devries. Motion carried 5-0.*

- F. Recommendation from Planning & Zoning to approve Ordinance #17-01  
An Ordinance Amending City Code Chapter 11.60 Performance Standards –  
Subd. 19 Manufactured Homes

*Petracek explained that Planning & Zoning developed this amendment to our performance standards to keep Tiny Homes out of the City of Lexington by restricting the square footage allowed for a 'manufactured home.' Attorney Glaser provided a legal insight to the proposed restrictions. Discussion ensued.*

*A motion was made by Councilmember Harris to approve Ordinance #17-01 – an ordinance amending city code chapter 11.60 performance standards – subd. 19 – Manufactured homes. The motion was seconded by Councilmember Hughes.*

- G. Recommendation from Planning & Zoning to approve Ordinance #17-02  
An Ordinance Amending City Code Chapter 11 & Chapter 16 To Create A  
Farmer's Market Zoning Definition and Business License

*Petracek explained that Planning & Zoning developed the proposed regulations for Farmer's Markets in Lexington so that we ensure that any new markets coming into Lexington would require a business license, and must comply with the Minnesota State regulations in order to maintain the license and operate in Lexington. He added that the Fire Relief Association will now need a business license to operate their Farmer's Market. Discussion ensued.*

*A motion was made by Councilmember Hughes to approve Ordinance #17-02 – an ordinance amending city code chapter 11 & chapter 16 to create a farmer's market zoning definition and business licenses. The motion was seconded by Councilmember Devries. Motion carried 5-0.*

- H. Recommendation to approve under Section 24.02 of the AFSCME  
2016-2018 Collective Bargaining Agreement, the City shall provide no  
more than an annual allowance of \$400.00 starting in 2017

*Petracek consulted with Paul Floyd, Employment Attorney, and explained the need to set an amount for this section of the Union Contract, as there is no amount, currently. He added that past practices was the City allowed \$800 for uniforms. Discussion ensued.*

*A motion was made by Councilmember Harris to approve under Section 24.02 of the AFSCME 2016-2018 Collective Bargaining Agreement, the City shall provide no more than an annual allowance of \$400.00 in 2017. The motion was seconded by Councilmember Devries. Motion carried 5-0.*

- I. Recommendation to approve Municipal Recycling Contract for 2017 Funding & Goals

*Councilmember Devries made a motion to approve the Municipal Recycling Contract for 2017 funding & goals. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

- J. Discuss proposal from Centennial Lakes Little League

*Mayor Kurth explained that Pat Mahr from Centennial Lakes Little League contacted him to discuss amending the lease with the City of Lexington and the Lovell Building. Discussion ensued.*

*A motion was made by Councilmember Devries to modify the Lovell Building lease with Centennial Lakes Little League to a month-to-month lease, and to charge \$400.00 for the use of the gymnasium as an indoor practice facility only. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

#### 10. MAYOR AND COUNCIL INPUT

*Councilmember's Harris and Murphy provided an update on their attendance at the Newly Elected Officials Conference conducted by the League of Minnesota Cities. Discussion ensued.*

#### 11. ADJOURNMENT

*A motion was made by Councilmember Devries to adjourn the meeting at 7:40 p.m. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

**Unapproved minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
JANUARY 19, 2017 – 7:00 P.M.  
9180 LEXINGTON AVENUE**

**1. Call to Order: – Mayor Kurth**

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

*Mayor Kurth called to order the Regular City Council meeting for January 19, 2017 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy. Also Present: Bill Petracek, City Administrator; Chris Galiov, Finance Director; Kurt Glaser, City Attorney; Gary Grote, Fire Chief; Quad Press Reporter.*

**2. CITIZENS FORUM**

*No citizens were present to address the council*

**APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

*A motion was made by Councilmember Harris to approve the agenda as typewritten. The motion was seconded by Councilmember Murphy. Motion carried 5-0.*

**3. LETTERS AND COMMUNICATIONS:**

- A. Centennial Lakes Police Department Media Report  
12/29/16 through 1/4/17
- B. Centennial Lakes Police Department Media Report  
1/5/2017 through 1/11/2017
- C. Anoka County Parks and Community—The Connection January 2014
- D. North Metro TV – December 2016 update.

*No discussion on Letters and Communications*

**4. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – January 5, 2017
- B. Recommendation to Approve Claims and Bills:  
Check #'s 13500 through 13501  
Check #'s 500000 through 500015  
Check #'s 41573 through 41579  
Check #'s 41597 through 41657

*A motion was made by Councilmember Devries to approve the consent agenda items. The motion was seconded by Councilmember Hughes. Motion carried 5-0.*

**5. ACTION ITEMS:**

- A. Recommendation to approve Payment #1 for Wellhouse Project  
in the amount of \$25,944.50

*A motion was made by Councilmember Devries to approve payment #1 for Wellhouse Project in the amount of \$25,944.50. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

**6. MAYOR AND COUNCIL INPUT**

*No input from City Council.*

**7. ADMINISTRATOR INPUT**

*Petracek gave an update on police union negotiations and that the police operations committee had tentatively reached an with both police unions.*

**8. ADJOURNMENT**

*A motion was made by Councilmember Devries to adjourn the meeting at 7:03 p.m. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

