

AGENDA
REGULAR PLANNING COMMISSION MEETING
September 8, 2020 - 7:00 P.M.
9180 Lexington Avenue, Lexington, MN

1. CALL TO ORDER
 - A. Roll Call: Chairperson VanderBloomer, Commissioners Bautch, Thorson, Koch and Murphy
2. CITIZENS FORUM
3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS
4. LETTERS AND COMMUNICATION
 - A. Building Permits for August 2020 pg. 1-4
5. APPROVAL OF PLANNING COMMISSION MINUTES
 - A. August 10, 2020 pg. 5-7
6. DISCUSSION ITEM:
 - A. Draft Tree Management Ordinance pg. 8
7. NOTE COUNCIL MINUTES:
 - A. August 6, 2020 pg. 9-10
 - B. August 20, 2020 pg. 11-13
8. PLANNING COMMISSION INPUT
9. ADJOURNMENT

City of Lexington
Permits Issued & Fees Report - Detail by Address
Issued Date From: 8/1/2020 To: 8/31/2020
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
Permit Type: Building													
	Permit Kind:	Commercial Addition											
	Permit Kind:	Commercial Demolition											
	Permit Kind:	Commercial New Construction											
	Permit Kind:	Commercial Remodel											
	Permit Kind:	Commercial Roofing											
	Permit Kind:	Commercial Sign - Permanent											
2020-00096	08/20/2020	Residential Addition 4031 FLOWERFIELD RD	0		50,000.00	845.25	549.41	25.00					1,419.66
	Permit Kind:	Residential Deck/Porch											
2020-00092	08/14/2020	Residential Demolition 3811 LIBERTY LN	0			100.00		1.00					101.00
	Permit Kind:	Residential MOVING A STRUCTURE											
	Permit Kind:	Residential OVER WEIGHT PERMIT											
	Permit Kind:	Residential Remodel											
2020-00097	08/27/2020	Residential Repair 9564 Lexington	0		1,100.00	55.06	35.79	0.55					91.40
	Permit Kind:	Residential Roofing											
2020-00082	08/06/2020	8950 ALBERT AVE	0		8,000.00	145.00		1.00					146.00
2020-00088	08/12/2020	3721 CENTERWOOD RD	0		29,384.00	145.00		1.00					146.00
2020-00094	08/19/2020	9481 GRIGGS AVE	0		27,000.00	145.00		1.00					146.00
2020-00095	08/19/2020	9529 GRIGGS AVE	0		18,870.00	145.00		1.00					146.00
2020-00089	08/13/2020	4077 LOVELL RD	0		12,000.00	145.00		1.00					146.00
2020-00086	08/17/2020	3693 RESTWOOD RD	0		7,500.00	145.00		1.00					146.00
—	Permit Kind:	Residential SET MOBILE HOME											

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surecharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: Building													
Permit Kind: Residential SET MOBILE HOME													
020-00083	08/06/2020	3820 LIBERTY LN	0	0	100.00								100.00
Permit Kind: Residential Siding													
Permit Kind: Residential WINDOW, EGRESS AND/OR SIZE CHANGE													
Permit Type: Building - Totals													
			Period	10	0	153,854.00	585.20	32.55					2,588.06
			YTD	52	0	12,673,139.21	43,733.18	2,082.20		90	223,650.00		524,546.54
Permit Type: Fire													
Permit Kind: Commercial Fire Suppression													
Permit Type: Fire - Totals													
			Period	0									
			YTD	1	0	390.00	253.50	32.50					676.00
Permit Type: Mechanical													
Permit Kind: Commercial Remodel													
Permit Kind: Residential HVAC													
020-00091	08/14/2020	8854 ARONA AVE	0	0		40.00		1.00					41.00
020-00087	08/07/2020	4035 LOVELL RD	0	0		40.00		1.00					41.00
020-00093	08/18/2020	3822 MINUTEMAN LN	0	0		40.00		1.00					41.00
Permit Kind: Residential MECHANICAL NEW MOBILE HOME													
020-00085	08/06/2020	3820 LIBERTY LN	0	0		39.00		1.00					40.00
Permit Type: Mechanical - Totals													
			Period	4	0	159.00	45.50	4.00					163.00
			YTD	13	0	589.00	45.50	13.75					648.25

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	Surcharge	State Fees	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: Plumbing														
Permit Kind: Commercial NEW UTILITY LINE W&S														
Permit Kind: Commercial Remodel														
Permit Kind: Commercial RPZ Installation														
Permit Kind: Residential Alteration/Repair/Extension														
Permit Kind: Residential MOBILE HOME NEW CONNECTION														
2020-00084	08/06/2020	3820 LIBERTY LN	0	0		39.00		1.00						40.00
Permit Kind: Residential Remodel														
Permit Kind: Residential Water Heater														
Permit Type: Plumbing - Totals														
			Period	1	0	39.00		1.00						40.00
			YTD	13	0	2,221.23	120.25	39.19						2,697.98
Permit Type: Zoning														
Permit Kind: Commercial ADDITIONAL OUTDOOR SEATING														
Permit Kind: Commercial PATIO - PARKING LOT														
Permit Kind: Residential Accessory Building 200 sq ft or <														
Permit Kind: Residential Driveway														
Permit Kind: Residential Fence/Wall < 6 FT														
2020-00090	08/13/2020	9330 DUNLAP AVE	0	0		60.00								60.00
Permit Kind: Residential Free Standing Deck														
Permit Type: Zoning - Totals														
			Period	1	0	60.00								60.00
			YTD	17	0	835.00	35.75	1.00						871.75

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
	Period		16	0	\$153,854.00	2,228.31	585.20	37.55					2,851.06
	YTD		96	0	\$12,752,170.87	75,591.39	44,188.18	2,168.64		90	223,650.00		529,440.52
Report Total													

MINUTES
REGULAR PLANNING COMMISSION MEETING
August 10, 2020 - 7:00 P.M.
9180 Lexington Avenue, Lexington, MN

1. CALL TO ORDER

- A. Roll Call: Chairperson VanderBloomer, Commissioners Bautch, Thorson, Koch and Murphy

Chairperson Vanderbloomer called to order the Regular Planning Commission meeting on August 10, 2020 at 7:00 p.m. Commissioners Present: John Bautch, Michelle Koch, Gloria Murphy, and Ron Thorson. Also present: John Hughes, City Councilmember; Bill Petracek, City Administrator; Kurt Glaser, City Attorney

2. CITIZENS FORUM

No citizens were present to discuss items not on the agenda

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Bautch made a motion to approve the agenda as typewritten. Thorson seconded the motion. Motion carried 5-0.

4. LETTERS AND COMMUNICATION

- A. Building Permits for
- March 2020
 - April 2020
 - May 2020
 - June 2020
 - July 2020

Vanderbloomer asked about the building permits to be issued for the new homes in Parkview. Discussion ensued.

5. APPROVAL OF PLANNING COMMISSION MINUTES

- B. March 10, 2020

Koch made a motion to approve the March 10, 2020 minutes with corrections. Koch seconded the motion. Motion carried 5-0.

6. DISCUSSION ITEM:

- A. Discuss Developing an Ordinance for Tree Management

Petracek explained that the discussion of developing a tree management ordinance began with the City Council before the Covid-19 shutdown. Councilmember Hughes had brought the idea of adopting an ordinance that allows the City to enforce on dead or dying trees on private property. The City Council voted to have the Planning Commission develop an ordinance and make a recommendation to them. Discussion ensued.

Councilmember Hughes explained that the reason he asked for this ordinance development is due to a neighbor of his had had a tree fall on his garage from his adjacent neighbor's yard, and there was nothing that he could do about it nor was there anything that the City could do about the dead trees removal prior to it falling over. Discussion ensued.

Attorney Glaser provided an overview of the current ordinance dealing with diseased trees and our ability to manage dead and diseased trees. Discussion ensued.

Vanderbloomer asked if there is a process that could be put in place for the tree removal by having a letter sent to the property owner and then he/she would need to hire an arborist to take it down. If that person didn't agree with taking it down, he/she could appeal it to the City Council to either prove or disprove that the tree needs to be removed. Discussion ensued.

Vanderbloomer asked Councilmember Hughes what he would like to see in the ordinance. Councilmember Hughes stated that he wants the City to be able to tell you to remove a dead tree or the City will do it at the property owner's expense, and make the ordinance simple. Discussion ensued.

Bautch made a motion to direct the city attorney to draft an ordinance that manages dead and diseased trees on private property and make it simple. Thorson seconded the motion. Motion carried 5-0.

7. NOTE COUNCIL MINUTES:

- A. March 5, 2020
- B. March 19, 2020
- C. April 2, 2020
- D. April 16, 2020
- E. May 7, 2020
- F. May 21, 2020
- G. June 4, 2020
- H. June 18, 2020
- I. July 2, 2020
- J. July 16, 2020

No discussion on Council minutes

8. PLANNING COMMISSION INPUT

Murphy asked about the Memorial Park asphaltting project. Petracek explained that the engineer is in the process of designing the project. He added that due to the cost of the project and the fact that a stormwater retention pond may need to be built due to the amount of asphalt being installed, it will cost more than the amount budgeted. Petracek stated as the design phase is complete and we know more about the final estimated costs, we may need to do the project in phases. Discussion ensued.

Vanderbloomer asked about where the money was coming from to pay for the Parkview settlement. Petracek stated that the City's insurance will cover 60% of the settlement and the other 40% -\$175,000 – will come from fees collected from the new developer's construction fees.

Thorson wanted to thank public works for getting rid of the graffiti on North Highway Drive.

9. ADJOURNMENT

Bautch made a motion to adjourn at 7:49 p.m. Vanderbloomer seconded the motion. Motion carried 5-0.

To: Planning & Zoning Commission
From: Bill Petracek, City Administrator
Date: September 3, 2020
Re: Draft Tree Management Ordinance

At the time the Planning Commission packets were being assembled for distribution, the city attorney was still working on the draft tree management ordinance. We will try to get it out to you before our meeting on Tuesday so that you have a chance to review it for our discussion, but this item may need to be tabled until the October meeting.

MINUTES
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
AUGUST 6, 2020 – 7:00 P.M.
9180 LEXINGTON AVENUE

1. CALL TO ORDER: – Mayor Murphy

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

Mayor Murphy called to order the Regular City Council meeting for August 6, 2020 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, and Winge. Also Present: Bill Petracek, City Administrator; Chris Galiov, Finance Director; Chief Jim Mork, Centennial Lakes P.D.

2. CITIZENS FORUM

No citizens were present to discuss items not on the agenda

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Councilmember Devries made a motion to approve the agenda as typewritten. Councilmember Hughes seconded the motion. Motion carried 5-0.

**4. INTRODUCTION OF CENTENNIAL LAKES POLICE DEPARTMENT
CHIEF JIM MORK**

Newly appointed Police Chief Jim Mork was present to introduce himself to the Council. Chief Mork provided an overview of his first 2 weeks on the job. Discussion ensued.

5. INFORMATIONAL REPORTS:

- A. Airport (Councilmember Devries) –*Councilmember Devries stated the next meeting is in October.*
- B. Cable Commission (Councilmember Winge). *Councilmember Winge stated the next meeting is in September.*
- C. City Administrator (Bill Petracek) *Petracek explained he would be on vacation from August 24 -28th and would not be in the office. He also gave an update on 2020 budgeted projects and their progress. Discussion ensued.*

Choose a building block.

6. LETTERS AND COMMUNICATIONS:

- A. Recycling Goal Achievement
- B. Council Workshop meeting minutes
- C. Centennial Lakes Police Department Media Reports – 7-1 through 7-28, 2020
- D. City Report – June 2020

- E. North Metro TV – June 2020 Update

No discussion on Letters and Communications

7. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – July 16, 2020
- B. Recommendation to Approve Claims and Bills:
Check #'s 13687 through 13688
Check #'s 46545 through 46617
Check #'s 13282 through 13289
Check #'s 13290 through 13302
Check #'s 13306 through 13308
Check #'s 13309 through 13319

- C. Recommendation to approve Business License Renewals

Councilmember Hughes made a motion to approve the consent agenda items. Councilmember Devries seconded the motion. Motion carried 5-0.

8. ACTION ITEMS:

- A. Recommendation to approve revised City of Lexington Covid-19 Staff
Policy

Councilmember Harris made a motion to approve revised City of Lexington Covid-19 Staff Policy. Councilmember Winge seconded the motion. Motion carried 5-0.

- B. Recommendation to approve Resolution NO. 20-18 A Resolution
Authorizing an Interfund Loan for Advance of Certain Costs in
Connection with Tax Increment Financing District 1-3

Councilmember Hughes made a motion to approve Resolution NO. 20-18 A Resolution Authorizing an Interfund Loan for Advance of Certain Costs in Connection with Tax Increment Financing District 1-3. Councilmember Devries seconded the motion. Motion carried 5-0.

9. MAYOR AND COUNCIL INPUT

Councilmember Harris asked about the lighting for the Memorial Park entrance sign. Petracek thanked Harris for reminding us of that task. He added that public works had forgotten to finish the sign lighting portion of that project. He said that they are working on getting the electricity to the sign, and then they can get the sign lit up.

10. ADJOURNMENT

- 11. Councilmember Hughes made motion to adjourn the meeting at 7:24 p.m.
Councilmember Devries seconded the motion. Motion carried 5-0.**

**MINUTES
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
AUGUST 20, 2020– 7:00 P.M.
9180 LEXINGTON AVENUE**

- 1. CALL TO ORDER:** – Mayor Murphy
- A. Roll Call - Council Members: DeVries, Harris, Hughes and Winge

Mayor Murphy called to order the Regular City Council meeting for August 20, 2020 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, Winge. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Mike Kaeding and Marie Dickover, Norhart.

- 2. CITIZENS FORUM**

No citizens were present to address the city council on items not on the agenda.

- 3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

Councilmember Devries made a motion to approve the agenda as typewritten. Councilmember Hughes seconded the motion. Motion carried 5-0.

- 4. LETTERS AND COMMUNICATIONS:**

- A. Planning & Zoning meeting minutes – August 10, 2020
- B. Centennial Lakes Police Department – Media Reports 8-1 through 8-11, 2020
- C. North Metro TV - July 2020 Update
- D. City Report – July 2020

No discussion on Letters and Communications

- 5. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:
Council Meeting – August 6-2020
- B. Recommendation to Approve Claims and Bills:
Check #'s 13689 through 13690
Check #'s 46619 through 46685
Check #'s 13320 through 13324
Check #'s 13325 through 13339
Check #'s 13340 through 13351
VOID #46618

VOID #13132

C. Financial Reports

- Cash Balances
- Fund Summary – Budget to Actual

Councilmember Winge made a motion to approve the consent agenda items. Councilmember Hughes seconded the motion. Motion carried 5-0.

6. ACTION ITEMS:

A. Recommendation to approve Phase II Development & Subdivision Agreement
with Lexington Lofts

Mayor Murphy discussed the memos provided to the Council from the city administrator and city attorney regarding Phase 2 of the Lexington Lofts Development agreement.

Attorney Glaser provided an overview of the development agreement and the final plat process that has been affected by Covid-19, and the inability of Norhart to record it with Anoka County, which is part of the development agreement process. Glaser continued to explain a solution to the potential on-street parking issues that may be created by the Lexington Lofts that has been proposed by Norhart. The proposal states that Lexington Lofts will maintain a 90% parking lot lease for their underground parking, and if they don't maintain that threshold, they will lower their rental rates until it gets back to that 90% mark, and the City would be able to audit this process and this would be included and enforceable through their conditional use permit. Glaser stated this makes sense from an economic standpoint, as Norhart would be losing money if they aren't renting their underground parking spots. Discussion ensued.

Glaser recommended approving the development agreement as it is written and he will draft a conditional use permit with the proposed parking solution from Norhart. Discussion ensued.

Marie Dickover, Norhart stated that they believe the 1.67 parking spots for their tenants will be more than adequate parking as a lot of their apartments are studios and 1-bedroom units – they have 600 parking spaces available for 355 units. Mayor Murphy asked if visitors will be allowed to park in the complex. Mike Kaeding, Norhart said they will have plenty of on-site visitor parking available. Discussion ensued.

Councilmember Winge asked if they have any on-street parking issues with their other properties. Kaeding responded that they do not. Discussion ensued.

Councilmember Devries made a motion to approve the First Revised Development and Subdivision Agreement effective 8/20/2020 on the condition that Landings of Lexington, LLC, enter into a Conditional Use Permit on the terms proposed in the City Attorney's

memo dated 8/20/2020. Councilmember Harris seconded the motion. Motion carried 5-0.

- B. Recommendation to approve a Proclamation recognizing October as “Domestic Violence Awareness Month.”

Councilmember Harris made a motion to approve a Proclamation recognizing October as “Domestic Violence Awareness Month.” Councilmember Hughes seconded the motion. Motion carried 5-0.

- C. Recommendation to approve expense allocation in the amount of \$14,654.28 to the CARES Act Fund

Councilmember Harris made a motion to approve expense allocation in the amount of \$14,654.28 to the CARES Act Fund. Councilmember Winge seconded the motion. Motion carried 5-0.

7. MAYOR AND COUNCIL INPUT

Councilmember Harris asked about the lighting to the memorial park entrance sign. Petracek stated that public works is just waiting for the electrician to make the connection and it will be lit. He was unsure as to the timing of that process.

8. ADMINISTRATOR INPUT

Petracek stated that Circle Pines will be having their clean-up day September 19th, which will be shared with Lexington residents. Notifications will be sent in the newsletter. Discussion ensued.

9. ADJOURNMENT

Councilmember Hughes made a motion to adjourn the meeting at 7:30 p.m. Councilmember Devries seconded the motion. Motion carried 5-0.

