

**LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, APRIL 22, 2003
CITY HALL, 7:00 P.M.**

FILE

The City Council is meeting as a legislative body to conduct the business of the City according to ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. CALL MEETING TO ORDER AT 7:00 P. M.

2. ROLL:

Councilmembers:

McCloskey _____	Christensen _____
Gill-Gerbig _____	Giannetti _____
Mayor Dains _____	

Staff: Getschow __ Bownik __

3. APPROVAL OF THE AGENDA

4. APPROVAL

- A. Approval of minutes of 4/08/03 City Council Meeting
- B. Approval of claims totaling \$39,889.67

5. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS NOT ON THE AGENDA

Any member of the public may speak at this time on any item NOT on the agenda. In consideration of the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued under Additional Items at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer. Your participation, as prescribed by the Council's ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL, is welcomed and your cooperation is greatly appreciated.

6. CONSENT
7. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS/ CITIZENS ADDRESSING STREET AND UTILITY IMPROVEMENTS
8. INFORMATIONAL PRESENTATIONS
9. PUBLIC HEARINGS

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings, all affected residents will be given an opportunity to speak pursuant to the ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL.

- A. Front-Yard Setback Variance for the house addition at 1847 Eustis Street
- B. Sign Variance for Boyer Ford at 2500 Broadway

10. ACTION

- A. Consideration of a Front-Yard Setback Variance for the house addition at 1847 Eustis Street
- B. Consideration of a Sign Variance for Boyer Ford at 2500 Broadway

11. REPORTS

- A. 2003 Improvements Update *(no memorandum)*

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

14. SET AGENDA FOR NEXT MEETING

15. ADJOURNMENT

**Lauderdale City Council
Meeting Minutes
April 8, 2003**

1. Meeting called to order at 7:00 P.M.

2. ROLL

Council present: Christensen, Giannetti, McCloskey, Gill-Gerbig and Mayor Dains

Staff present: Administrator Getschow

3. APPROVAL OF THE AGENDA

A. Approval of Agenda. Motion by Christensen, second by McCloskey to approve the agenda. Motion carried unanimously.

4. APPROVAL

A. Approval of Minutes. Motion by Giannetti, second by Gill-Gerbig to approve the minutes of the March 25, 2003 City Council meeting. Motion carried unanimously.

B. Approval of Claims totaling \$21,455.61. Motion by McCloskey, second by Christensen to approve the claims totaling \$21,455.61. Motion carried unanimously.

5. OPPORTUNITY FOR THE PUBLIC TO ADDRESS ITEMS NOT ON THE AGENDA

6. CONSENT

7. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS/
CITIZENS ADDRESSING STREET AND UTILTIY IMPROVEMENTS

8. INFORMATIONAL PRESENTATIONS

A. 2002 Annual Police Department Report- Lt. Cotroneo, St. Anthony Police Department. Lt. Cotroneo presented a written report to the City Council on the 2002 Police Department activities in the City of Lauderdale. He provided statistics and general information on crime, patrol, investigations, minor traffic violations, resident calls for service, and officer training.

Council member Gill-Gerbig inquired into the unfunded mandates placed on Police Departments due to homeland security and terrorism issues.

Council member McCloskey thanked the Police Department for a job well done.

Council member Christensen also expressed appreciation for a job well done by the department.

Council member Giannetti also stated that the department has done a good job and that the annual report was excellent.

Mayor Dains asked about the effect of local government aid cuts on the Police Department and the difficulty in police departments receiving promised federal aid for homeland security. He also asked about the geographic breakdown of police calls within the City. Lt. Cotroneo stated that he could obtain that information for the City Council and provide it at a future date.

B. 2002 Financial Statements and Audit: Andrew Berg- Abdo, Abdo, Eick and Myers. Andrew Berg of Abdo, Abdo, Eick and Myers presented an overview of the city financial statements and the city audit report. He discussed recent developments such as the State Auditor Report on fund balances, the building fee reporting requirement, and the GASB 34 rules.

9. PUBLIC HEARINGS

10. ACTION

A. *Approval to Close Funds 410 and 411 and to transfer the fund balance to Funds 302 and 303.* The City Administrator stated that as street projects are ordered by the Council, specific project funds are created with a lifespan that is equal to the projects themselves. Revenues and expenditures such as reimbursements, grant income, construction costs and engineering are the main items in these funds. When these projects are completed and the fund activity is complete- the funds are closed. Through the 2002 audit, the financial consultants are recommending that the City Council approve the closing the 2000 and 2001 Street and Utility Improvement Funds (410-411). The proceeds from these project funds will be transferred to the debt service funds that closely match these projects.

Motion by Christensen, second by Gill-Gerbig to approve closing the 2000 Street and Utility Improvement Project Fund and to transfer \$149,817.34 from the 2000 Improvements Project Fund (410) to the 2000 Improvements Debt Fund (302).
Roll: Yes: all. Motion carried.

Motion by Christensen, second by Giannetti to approve closing the 2001 Street and Utility Improvement Project Fund and to transfer \$37,693.69 from the 2001 Improvements Project Fund (411) to the 2002 Improvements Debt Fund (303).
Roll: Yes: all. Motion carried.

B. *2002 Financial Statements and Audit.* Motion by Gill-Gerbig, second by McCloskey to approve 2002 Financial Statements and Audit. Roll: Yes: all.
Motion carried.

C. *Resolution 040803A: A Resolution Accepting the Bid for the 2003 Street and Utility Improvements.* The City Engineer presented the bids for the 2003 Street and Utility Improvements as follows:

S.M. Hentges and Sons, Inc.	\$1,696,724.39
Northdale Construction Co. Inc.	\$1,760,115.93
S.R. Weidema, Inc.	\$1,793,464.01
Forest Lake Contracting, Inc.	\$1,833,085.80
Arnt Construction Company, Inc.	\$1,837,338.80
F.M. Frattalone Excavating and Grading, Inc.	\$1,871,196.20
Palda and Sons, Inc	\$1,952,827.07
Barbarossa and Sons, Inc.	\$1,971,610.00

Friedges Contracting Company	\$2,039,935.50
Arcon Construction Company	\$2,169,744.20

These bids include adding one alternate for storm sewer work in the Nature Area in conjunction with the City of Falcon Heights. The Engineer stated that the bids were reviewed and found to be in order. He recommended the approval of the lowest submitted bid by S.M. Hentges and Sons, Inc. The submitted low bid was slightly under the engineer's estimate of \$1,700,000. The schedule for the start of construction will be discussed at a pre-construction meeting scheduled for the week of April 21. The gas main replacement to be conducted by Xcel Energy is scheduled to begin the week of April 14.

Motion by McCloskey, second by Gill-Gerbig to approve Resolution 040803A: A Resolution Accepting the Bid for the 2003 Street and Utility Improvements.
Roll: Yes: all. Motion carried.

D. Approve the Hiring for the Deputy Clerk position. The City Administrator stated that he interviewed (9) nine candidates for the position of Deputy Clerk. These nine candidates were selected from a pool of more than twenty applicants based on the required criteria as outlined in the job announcement. The recommendation being brought forward was for Kevin Walsh to be appointed to fill the Deputy Clerk position. Kevin has already worked in the Deputy Clerk position as an intern for six months in 2001 when the former Deputy Clerk was on a leave of absence. Also, since the Lauderdale internship, Kevin has worked with the City of Inver Grove Heights as an administrative intern working with the City Administrator and the Assistant City Administrator.

A conditional offer of employment has been made and is pending approval by the City Council along with the successful completion of the required testing and exams. The beginning salary would fall just above Step 1 at \$2,669.54 per month, with the opportunity to advance to Step 2 in six months.

Motion by Gill-Gerbig, second by Giannetti to approve the hiring of Kevin Walsh to fill the Deputy Clerk position contingent upon successful completion of the physical examination and drug and alcohol tests. Roll: Yes: all. Motion carried.

E. Consideration of the 2003 Street Sweeping Bids. The City Administrator stated that Mike McPhillips has again submitted the best bid for 2003 street sweeping. His quoted rates for 2003 are identical to the 2002 rates. Based on some brief discussion at the last Council meeting, city staff recommends sweeping the paved alleys in the spring and fall of 2003. The additional annual cost to sweep the alleys should not exceed \$600.

Motion by Christensen, second by McCloskey to approve Mike McPhillips for a quotation of \$3,300 to perform street sweeping for the year 2003, including an additional not to exceed amount of \$600 to perform the alley sweeping. Roll: Yes: all. Motion carried.

F. Set a Date for Spring Clean-up. Motion by Giannetti, second by McCloskey to set April 28-May 2 as Spring Clean-up Week and May 5- May 9 as Inspection Week. Roll: Yes: all. Motion carried.

11. REPORTS
12. ITEMS REMOVED FROM THE CONSENT AGENDA
13. ADDITIONAL ITEMS
14. SET AGENDA FOR NEXT MEETING
 1. Two Variance Applications
 2. 2003 Improvements Bonding
 3. 1st Quarter 2003 Financial and Investment Report

A break was taken at 8:10 p.m. to transition into a work session discussion.

15. WORK SESSION DISCUSSION

The meeting resumed at 8:20 p.m. The Council discussed the 2003 Improvements with a representative of the Twin City Chinese Christian Church.

The Council then discussed the potential county road turnback of Fulham Street. Andi Moffatt, 1773 Fulham Street, was present to listen and to briefly discuss drainage problems with her property.

With Spring Clean-up approaching, the Council then discussed potential nuisance abatement properties in the City.

16. ADJOURNMENT

Motion by Christensen, second by Gill-Gerbig to adjourn at 9:32 P.M. Ayes: All.

CITY OF LAUDERDALE

Claims for Approval

April 22, 2003 City Council Meeting

<u>Payroll</u>		
04/11/03 Payroll:	Check # 7351-7354	\$5,118.81
04/11/03 Payroll:	EFT: Federal Withholding Taxes/FICA	\$2,215.31
04/11/03 Payroll:	EFT: PERA	\$886.72
04/11/03 Payroll:	EFT: ICMA Retirement Fund	\$1,211.58
<u>Vendor Claims</u>		
04/22/03 Claims:	Check # 16274-16293	\$30,457.25

Subtotal of Claims From Above **\$39,889.67**

|

Total Claims for Approval	\$39,889.67
---------------------------	-------------

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
007351	000000011	BOWNIK, JAMES	8	BI-WEEKLY	\$1,001.77	4/11/03	Outstanding
007352	000000003	GETSCHOW, RICK	8	BI-WEEKLY	\$1,802.99	4/11/03	Outstanding
007353	000000002	HINRICHS, DAVID C	8	BI-WEEKLY	\$979.30	4/11/03	Outstanding
007354	000000005	HUGHES, JOSEPH A	8	BI-WEEKLY	\$1,334.75	4/11/03	Outstanding
007350		VOID	8		\$0.00	4/11/03	Void
					\$5,118.81		

CITY OF LAUDERDALE
Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name AT & T				
016274	4/22/03	042203claims 1224586781	\$4.91	04/03 long distance
<i>Search Name AT & T</i>			<u>\$4.91</u>	
Search Name BLUE CHIP TREE CO., INC.				
016275	4/22/03	042203claims 4/22/03	\$79.88	adjust hockey rink light
<i>Search Name BLUE CHIP TREE CO., INC.</i>			<u>\$79.88</u>	
Search Name BROWNING-FERRIS IND OF MN				
016276	4/22/03	042203claims 4/22/03	\$2,415.00	03/03 recycling service
<i>Search Name BROWNING-FERRIS IND OF MN</i>			<u>\$2,415.00</u>	
Search Name CINTAS				
016277	4/22/03	042203claims 4/22/03	\$74.46	4/7, 4/14 pw uniforms
<i>Search Name CINTAS</i>			<u>\$74.46</u>	
Search Name CITY OF ROSEVILLE				
016278	4/22/03	042203claims 4036	\$328.16	mar, apr 03 techncial services
<i>Search Name CITY OF ROSEVILLE</i>			<u>\$328.16</u>	
Search Name CITY OF ST ANTHONY				
016279	4/22/03	042203claims 766	\$19,266.66	05/03 police services
<i>Search Name CITY OF ST ANTHONY</i>			<u>\$19,266.66</u>	
Search Name LEAGUE OF MINNESOTA CITIES				
016280	4/22/03	042203claims 4/22/03	\$38.23	03 directory of mn city officials
<i>Search Name LEAGUE OF MINNESOTA CITIES</i>			<u>\$38.23</u>	
Search Name LILLIE SUBURBAN NEWS				
016281	4/22/03	042203claims 4/22/03	\$722.50	03/03 delivery roseville review
<i>Search Name LILLIE SUBURBAN NEWS</i>			<u>\$722.50</u>	
Search Name MET-COUNCIL ENVIRONMENTAL SER.				
016282	4/22/03	042203claims 754099	\$3,913.00	05/03 wastewater services
<i>Search Name MET-COUNCIL ENVIRONMENTAL SER.</i>			<u>\$3,913.00</u>	
Search Name MINN COMM PAGING				
016283	4/22/03	042203claims 23552604037	\$50.80	04/03-03/04 pw pager
016283	4/22/03	042203claims 23552604037	\$50.80	04/03-03/04 pw pager
<i>Search Name MINN COMM PAGING</i>			<u>\$101.60</u>	
Search Name NAPA AUTO PARTS				
016284	4/22/03	042203claims 328959	\$32.38	fluids for truck
<i>Search Name NAPA AUTO PARTS</i>			<u>\$32.38</u>	
Search Name POSTMASTER				
016285	4/22/03	042203claims 4/22/03	\$111.00	stamps for city hall
<i>Search Name POSTMASTER</i>			<u>\$111.00</u>	
Search Name QWEST				
016286	4/22/03	042203claims 4/22/03	\$55.27	04/03 autodial malvern lift station
016286	4/22/03	042203claims 4/22/03	\$226.37	04/03 city hall phone
<i>Search Name QWEST</i>			<u>\$281.64</u>	
Search Name RAMSEY COUNTY, PROP REC & REV				

CITY OF LAUDERDALE


04/17/03 3:53 PM

Page 2

Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
016287	4/22/03	042203claims pubw003504	\$19.69	02 maint emerg vehicle preemption syste
016287	4/22/03	042203claims risk000551	\$500.63	04/03 employee benefits
016287	4/22/03	042203claims pubw003537	\$799.61	03/03 plow/sand
<i>Search Name RAMSEY COUNTY, PROP REC & REV</i>			\$1,319.93	
Search Name SPRINT PCS				
016288	4/22/03	042203claims 4/22/03	\$9.28	03/03 pw cell phone
016288	4/22/03	042203claims 4/22/03	\$9.28	03/03 pw cell phone
<i>Search Name SPRINT PCS</i>			\$18.56	
Search Name ST PAUL PIONEER PRESS				
016289	4/22/03	042203claims 4/22/03	\$25.70	13wk subscription
<i>Search Name ST PAUL PIONEER PRESS</i>			\$25.70	
Search Name SUBURBAN RATE AUTHORITY				
016290	4/22/03	042203claims 4/22/03	\$150.00	first half 03 membership dues
<i>Search Name SUBURBAN RATE AUTHORITY</i>			\$150.00	
Search Name WALTER'S RUBBISH				
016291	4/22/03	042203claims 190084	\$27.58	04/03 garbage service
016291	4/22/03	042203claims 190084	\$27.59	04/03 garbage service
<i>Search Name WALTER'S RUBBISH</i>			\$55.17	
Search Name XCEL ENERGY				
016292	4/22/03	042203claims 4/22/03	\$114.84	03/03 gas city hall
016292	4/22/03	042203claims 4/22/03	\$102.45	03/03 electric city hall
016292	4/22/03	042203claims 4/22/03	\$34.15	03/03 electric city hall
016292	4/22/03	042203claims 4/22/03	\$71.83	03/03 gas garage
016292	4/22/03	042203claims 4/22/03	\$71.83	03/03 gas garage
016292	4/22/03	042203claims 4/22/03	\$8.92	03/03 electric garage
016292	4/22/03	042203claims 4/22/03	\$8.92	03/03 electric garage
016292	4/22/03	042203claims 4/22/03	\$220.92	03/03 gas park
016292	4/22/03	042203claims 4/22/03	\$9.30	03/03 electric park
016292	4/22/03	042203claims 4/22/03	\$425.70	03/03 street lighting
016292	4/22/03	042203claims 4/22/03	\$344.52	03/03 gas city hall
<i>Search Name XCEL ENERGY</i>			\$1,413.38	
Search Name XCEL ENERGY, LIFT STATIONS				
016293	4/22/03	042203claims 4/22/03	\$16.07	03/03 gas malvern lift station
016293	4/22/03	042203claims 4/22/03	\$89.02	03/03 electric malvern lift station
<i>Search Name XCEL ENERGY, LIFT STATIONS</i>			\$105.09	
Grand Total			\$30,457.25	

MemosbyJames

Date: April 22, 2003
To: Honorable Mayor and Council 
From: James Bownik, A2CA
Re: Front Yard Variance Application for 1847 Eustis Street

BACKGROUND

PROPOSAL: Request for a 6 foot variance to the front yard setback requirements - to go from 30 feet to 24 feet from the east property line. The property in question is zoned R-1 Residential.

APPLICANT, PROPERTY OWNER, AND LOCATION:

Glen Grindahl
1847 Eustis Street
Lauderdale, MN 55113

VARIANCE REQUEST AND SITE PLAN

Glen Grindahl, 1847 Eustis Street, is applying for a variance to the front yard setback requirement along the east property line to go from 30 feet to 24 feet for the purpose of converting the current open porch on the front of the house to living space.

The open porch on the front of the house is currently 24 feet from the property line and the conversion to living area would not encroach further into the front yard setback. However, a variance is required in this case due to the change that would be taking place. For instance, while a variance may have been previously granted to encroach 6 feet into the front yard setback for an open porch, living space is a different use, and thus would have a different visual impact.

A small addition to the south of the house will be part of this project, but that part of the project does not require variances for the side yard or lot coverage.

Exhibit A - Original variance application and site plan.

Exhibit B - Table of Land and Yard Requirements.

POLICIES AND PROCEDURES FOR VARIANCE APPROVAL

In reviewing this variance request, the Council should consider the Zoning Ordinance requirements as well as relevant State Statutes. The following should be considered:

- Chapter 3 of the Zoning Ordinance defines variances as follows: "The Board shall hear requests for variances from the literal provisions of this Title in instances where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping

with the spirit and intent of this Title. The Board of Appeals and Adjustments may not permit as a variance any use that is not permitted under this Title for property in the zone where the affected person's land is located”.

- According to State Statute 462.357, Subd. 6, the following regulations apply to variances: The board of appeals and adjustments has the following powers with respect to the zoning ordinance: “To hear requests for variances from the literal provisions of the ordinance in instances where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of the ordinance. “Undue Hardship” as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance. Undue hardship also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems”.

PLANNING COMMISSION ACTION

The Planning Commission did not meet to discuss the variance request due to the lack of a quorum. Instead, this action item was placed directly on the council agenda per Title 2-1-10-4:K of the current Zoning Ordinance. The Planning Commission received the information packet and have been invited and encouraged to attend the council meeting in order to provide input to the Council.

PUBLIC HEARING FOR THE VARIANCE REQUEST

On April 11, 2003 property owners adjacent to this property were sent notice of tonight’s public hearing.

CITY COUNCIL ACTION REQUESTED

Approve or deny the variance request, attaching any conditions deemed necessary for approval. If the variance is approved, building and other permit applications will be submitted to and approved by the City Building Official before being issued.

Exhibit A



Variance Application
& Site Plan for
1847 Eustis Street

City of Lauderdale

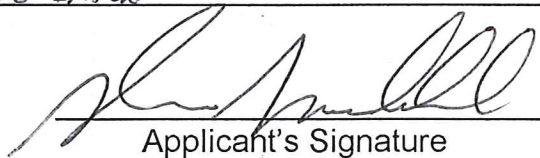
1891 Walnut Street • Lauderdale • Minnesota 55113
Phone: 651.631.0300 Fax: 651.631.2066

ZONING APPLICATION

Type of Request	Amount
<input checked="" type="checkbox"/> Variance	\$ 75
<input type="checkbox"/> Zoning Amendment	\$100
<input type="checkbox"/> Conditional Use	\$165
<input type="checkbox"/> PUD	N/A
<input type="checkbox"/> Other	

Name of Applicant GLEN + DIANE GRINDAHL
Address 1847 EUSTIS ST
City LAUDERDALE State MN Zip 55113
Address of Property _____
(if different than above)
Day Phone 651-208-6596 Evening Phone 651-644-9953 Fax _____

Please describe why you are applying for this application The houses set back from street + north property line is closer than the current set backs allow. In those two directions we do not intend to move any closer, but to change the now open porch into living space.


Applicant's Signature

4-1-03
Date

For Office Use Only

Date of Application 3-31-03 Amount Paid 75.00 Receipt Number 6807
PIN # _____

Recommendation of Planning Commission (approve / deny) N/A Meeting Date 4-22-03

Date of Public Hearing 4-22-03

City Council Action Taken (approved / denied) Meeting Date _____

Conditions? _____

SUPPLEMENTAL VARIANCE APPLICATION QUESTIONS

Application Number: _____

A variance to the zoning ordinance is required to provide relief to a property owner when the strict enforcement of zoning regulations for lot size, setbacks, parking requirements, etc., imposes an undue hardship on the petitioner or denies the petitioner the reasonable use of the land.

1) Please provide a short narrative to the following questions:

- A) How does the ordinance deprive you of rights commonly enjoyed by other properties in the same zoning district, and leave the applicant with no reasonable use of the land, provided that the property owner shall not have created the hardship? *PURPOSE OF NEED FOR VARIANCE IS TO ALLOW FOR UPGRADING BUILDING, CREATING PORCH TO LIVING SPACE, ADDING 4' TO SOUTH WALL ALLOW FOR PORCH FINE & LIVING SPACE TO BE CONSIDERED. BOTH PORCH & PORCH NEED TO BE FIXED FIRST.*
- B) Explain if there are exceptional or extraordinary circumstances applying to your property which do not apply to other properties in the same zoning district (such as small lot size or lot shape).

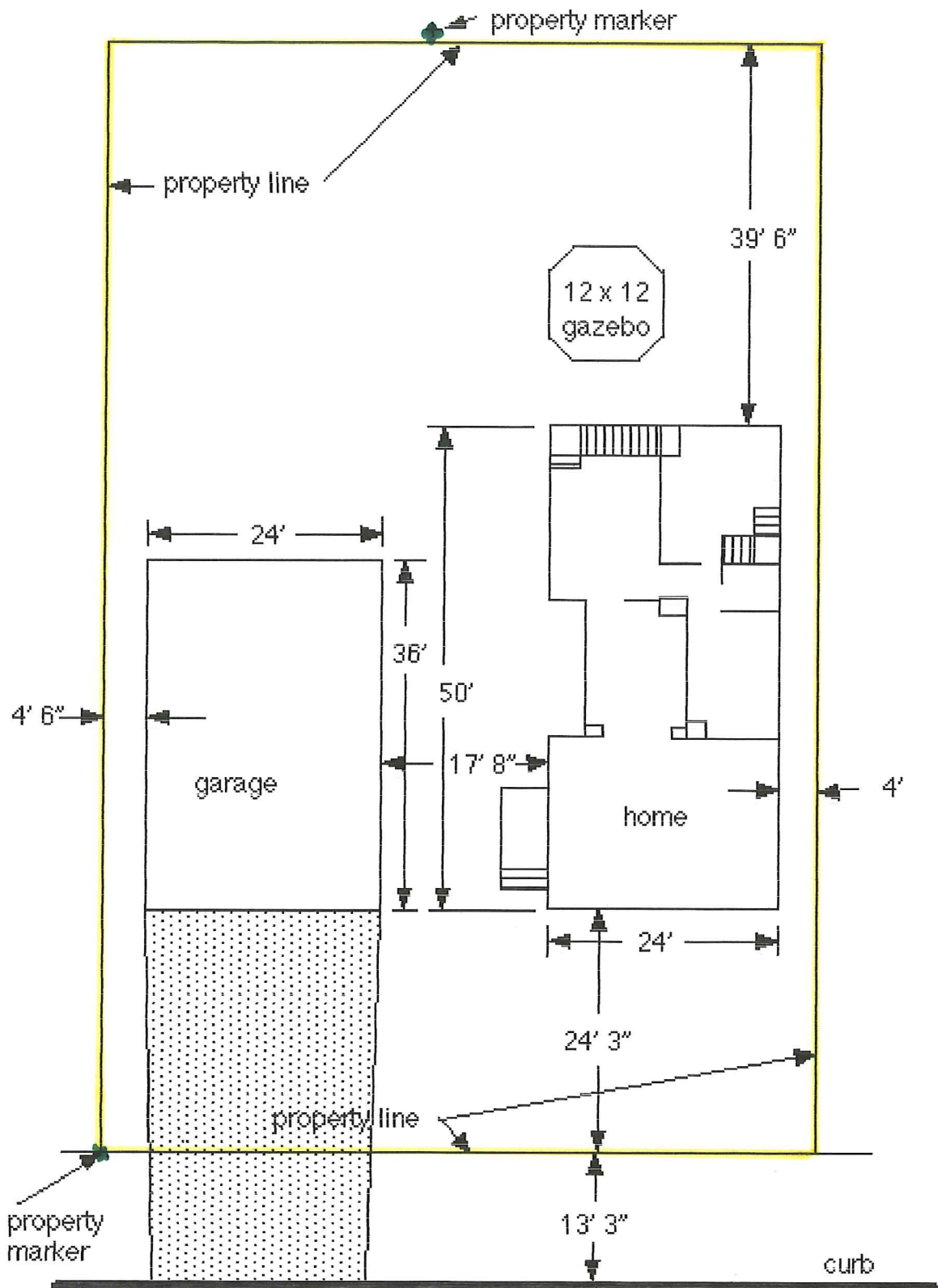
ONLY EXCEPTIONAL CIRCUMSTANCE IS THAT WE ARE TRYING TO USE EXISTING PORCH SPACE & CONVERT TO LIVING SPACE

- C) Explain how granting the variance would be in keeping with the spirit and intent of the Zoning Ordinance.

PRIMA FACIE BY PROVIDING FOR UPKEEP OF PROPERTIES, IMPROVEMENT TO IT

2) Please submit ten (10) copies of a site plan and supporting data which shall be drawn to scale showing the following:

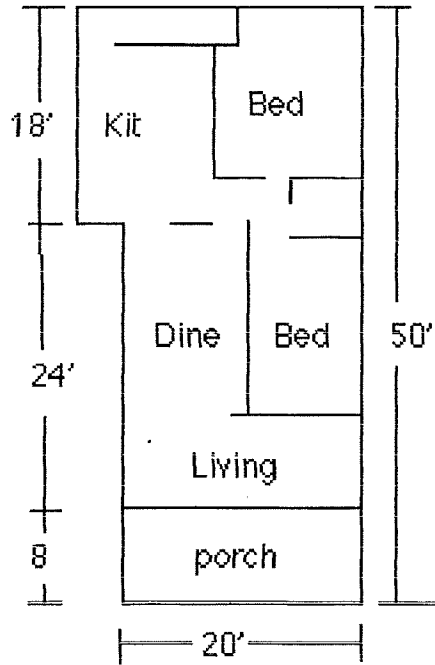
the size and location of the site, existing land use, zoning, existing drainage, proposed public and private roads, structures for the subject property and adjacent properties, parking and loading areas, driveways, and property lines. The Zoning Administrator may also require additional information as needed.



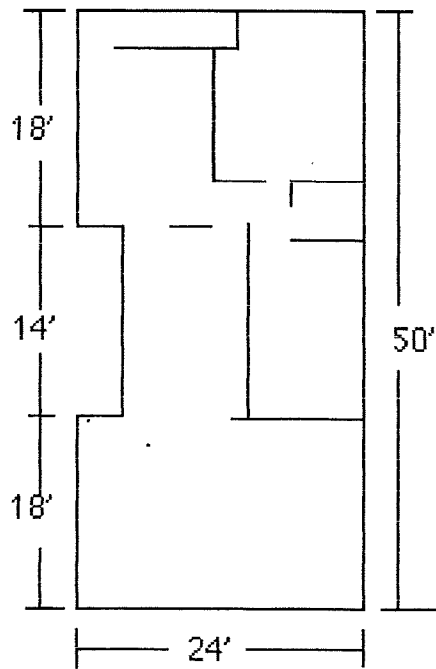
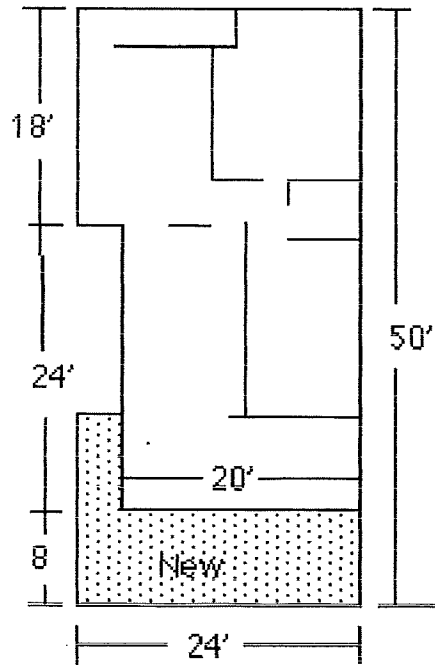
Glen Grindahl, 1847 Eustis St.

Glen Grindahl
1847 Eustis St.

Existing Layout



New



CLER GRINDALE
1847 EUSTIS ST

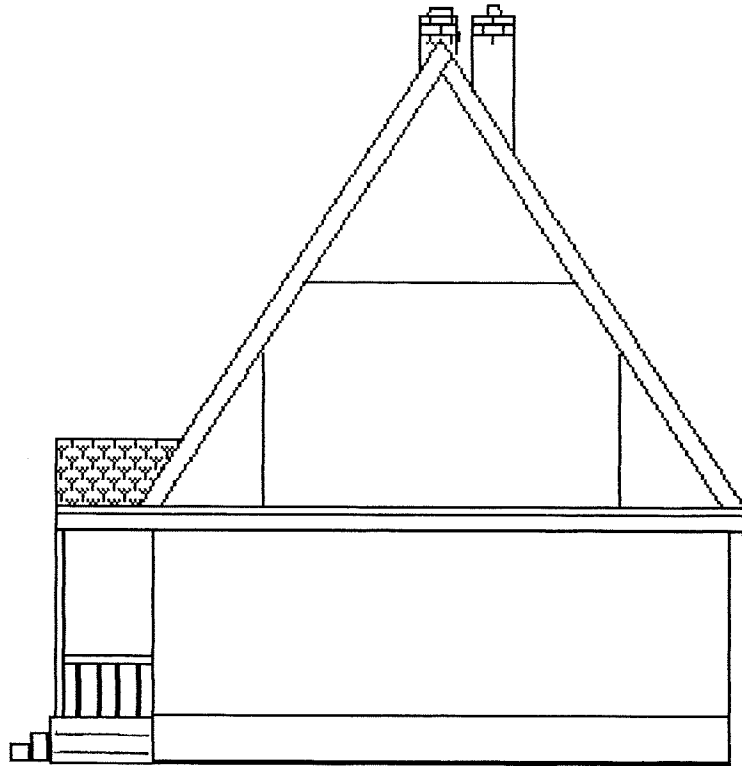
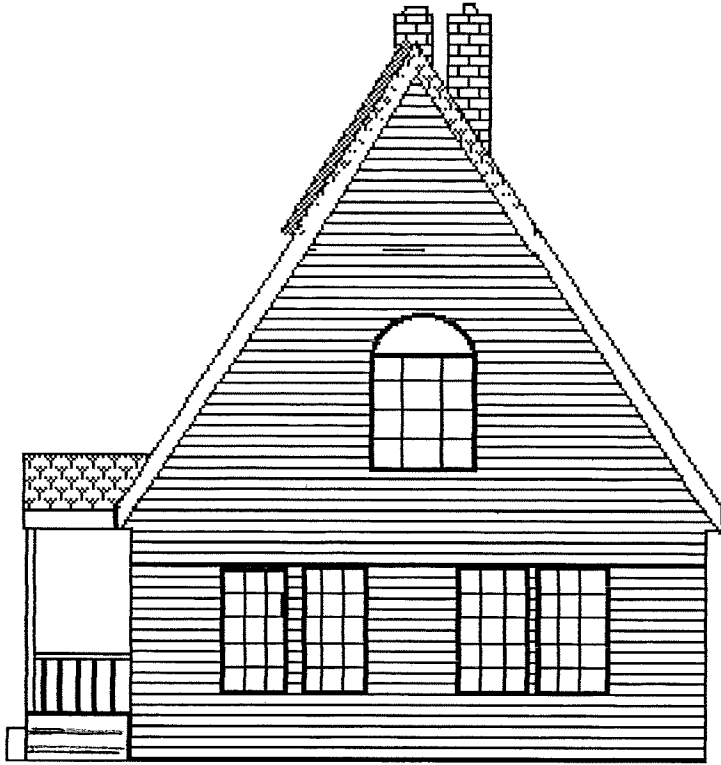


Exhibit B



Table of Land & Yard Requirements

10-8-8: TABLE:

LAND AND YARD REQUIREMENTS TABLE								
District	Lot Size		Yard Setback			Site Area Per Dwelling (sq. ft.)	Maximum Coverage* (%)	Usable Open Space (%)
	Area (sq. ft.)	Width (ft.)	Front (ft.)	Rear (ft.)	Side (ft.)			
R-1 Suburban Residential								
Single Family Dwellings	7,500	60	30	20	5	7,500	**30	-
Two Family Dwellings	10,000	80	30	20	5	5,000	***30	-
Other Uses	10,000	80	30	20	5	-	-	-
R-2 Urban Residential								
Single Family Dwellings	5,000	40	25	20	5	5,000	**30	-
Two Family Dwellings	7,500	60	25	20	5	3,750	***30	-
Townhouses	2,500	20	25	20	-	5,000	20	52
Multi Family Dwellings	7,500	60	25	20	10	1,875	28	44
Other Uses	10,000	75	25	20	10	-	-	-
R-3 Multiple Residential								
Single Family Dwellings	5,000	40	20	20	10	5,000	**30	-
Two Family Dwellings	7,500	60	20	20	-	3,750	***30	-
Townhouses	2,500	20	20	20	-	5,000	20	52
Multi Family Dwellings	25,000	100	20	20	15	870	30	40
Other Uses	5,000	50	20	20	10	-	-	-
B-1 Community Business								
Multi Family Dwellings	5,000	50	-	15	-	1,675	28	44
Other Uses	5,000	50	-	15	-	-	-	-
I-1 Light Industrial								
All Uses	1 acre	150	30	30	20	-	-	-
C-1 Conservation								
All Uses	2 acres	300	50	30	30	-	-	-

* Maximum coverage shall be the percentage of lot area enclosed by the exterior faces of the exterior walls.
 ** Figure includes assumed garage coverage of 576 sq. ft.
 *** Figure includes assumed garage coverage of 1,252 sq. ft.

(Zoning Ord. as amd.)

MemosbyJames

Date: April 22, 2003
To: Honorable Mayor and Council
From: James Bownik, A2CA
Re: Sign Variance Application for 2500 Broadway Drive



BACKGROUND

PROPOSAL: Request for a 150 square foot variance to the sign regulations to allow a total of 400 square feet of signage. The property in question is zoned I-1 Industrial.

APPLICANT, PROPERTY OWNER, AND LOCATION:

Boyer Ford Trucks, Inc.
2500 Broadway Drive
Lauderdale, MN 55113

VARIANCE REQUEST AND SITE PLAN

The zoning ordinance regulates business signs to a combined aggregate surface size of 250 square feet. Boyer Ford Trucks is requesting a variance to allow an additional 150 square feet of signage for a total of 400 square feet.

The following chart summarizes the sign plan as submitted:

Number of Signs	Location	Total Square Feet
6 panel signs	West side of building	86
2 free-standing signs	1 along Broadway, 1 along 280	300 (150 each)
1 monument sign	Corner of Broadway and 280	13

The 6 panel signs on the west side of the building are entrance signs and various other signs with the names of associated companies on them.

The two free-standing signs are designed to sit atop a two-pier system at a height of 25 feet with the words "Sterling/Western Star". One of these signs would be placed along Highway 280 and the other along Broadway. The sign along Broadway would be located where Hamline Auto Body currently has a monument sign east of the service road. The Hamline sign would be relocated to the west side of the service road instead. It could be said that the second of the two free-standing signs is the reason a variance is necessary.

The corner monument sign would consist of letters attached to landscaping rock. The sign as proposed would say "Boyer Trucks Central". Skip Maas, President of Boyer Ford Trucks, has indicated he would be willing to change this sign to say "Boyer Trucks Lauderdale". This seems like a good idea because in Skip's letter dated April 15, 2003, Skip refers to a previous council meeting where someone suggested a "Gateway" sign.

Another thing to consider is whether a setback distance is necessary to keep sight lines open for traffic. The zoning ordinance does not regulate setback distances for signs, but a five-foot or ten-foot setback distance could be made a condition of approving the variance. It may also be to the owner's benefit to set the signs back a distance from the property line due to possible future right-of-way acquisition when Highway 280 is reconstructed. If this occurs, the signs would then need to be moved anyway. A five foot setback condition would guarantee a five foot setback distance, with the owner having the option to set the signs back even further if he would like.

Exhibit A - Original variance application and site plan.

Exhibit B - Zoning Ordinance Chapter 10: Signs.

POLICIES AND PROCEDURES FOR VARIANCE APPROVAL

In reviewing this variance request, the Council should consider the Zoning Ordinance requirements as well as relevant State Statutes. The following sections of the Zoning Ordinance regarding business signs should be considered:

10-10-7-B Size

- "Signs shall not have an aggregate surface size greater than 5 square feet for each 1 foot of width of the principal structure on the premises up to a maximum of 250 square feet."

10-10-7-F Elevation

- "Signs shall be limited so as to extend not more than 25 feet above the average elevation of the public street abutting upon the lot or tract on which such sign is located."

PLANNING COMMISSION ACTION

The Planning Commission did not meet to discuss the variance request due to the lack of a quorum. Instead, this action item was placed directly on the council agenda per Title 2-1-10-4:K of the current Zoning Ordinance. The Planning Commission received the information packet and have been invited and encouraged to attend the council meeting in order to provide input to the Council.

PUBLIC HEARING FOR THE VARIANCE REQUEST

On April 11, 2003 property owners adjacent to this property were sent notice of tonight's public hearing.

CITY COUNCIL ACTION REQUESTED

Approve or deny the variance request, attaching any conditions deemed necessary for approval. If the variance is approved, it is recommended that the approval be based on the plans as submitted. Conditions of approval could include changing the corner monument sign to say "Boyer Trucks Lauderdale" instead of "Boyer Trucks Central" and requiring setback distances for the two free-standing signs and the corner monument sign.

Exhibit A



Variance Application for Boyer Ford Trucks

City of Lauderdale

1891 Walnut Street • Lauderdale • Minnesota 55113

Phone: 651.631.0300 Fax: 651.631.2066

ZONING APPLICATION

<u>Type of Request</u>	<u>Amount</u>
<u>X</u> Variance	\$ 75
<u> </u> Zoning Amendment	\$100
<u> </u> Conditional Use	\$165
<u> </u> PUD	N/A
<u> </u> Other	

Name of Applicant Boyer Ford Trucks, Inc.

Address 2500 Broadway Drive

City Lauderdale State MN Zip 55113

Address of Property _____
(if different than above)

Day Phone 612-627-5500 Evening Phone 952-842-8084 Fax 612-378-0051

Please describe why you are applying for this application New building requires
signage in excess of 250 square feet; frontages on both Hwy. 280 and Broadway.



Applicant's Signature

April 4, 2003

Date

For Office Use Only

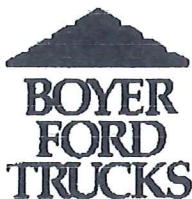
Date of Application 4-7-03 Amount Paid 75.00 Receipt Number 6817
PIN # _____

Recommendation of Planning Commission (approve / deny) N/A Meeting Date _____

Date of Public Hearing 4-22-03

City Council Action Taken (approved / denied) Meeting Date _____

Conditions? _____



April 16, 2003

To: James
City of Lauderdale

Fax: 651-631-2066

From: Skip Maas

Good Morning, James!

Following is a rendition of the Sterling/Western Star sign done as a two-piered monument sign.

After reviewing the building plans and site plan, I now have a final direction on the signs for you.

1. Two two-piered 25' monument Sterling/Western Star signs as indicated on site plan. 12.5 x 13.5
2. One "Boyer Trucks Central" monument sign. Central could be Lauderdale if the City Council would like that better. The sign as drawn is 8.56 sq. ft. I would like to make it about 50% larger to increase it's visability and make it more proportional to the mass of the building.
3. Move Hamline Auto Body sign as shown on site plan.
4. Install six signs on the west side of the building near the drive-through canopy. "Parts & Service Entrance" "Ford" Oval sign 5'6" x 2' 2"; 10 sq. ft. "Allison" "Cat" "Cummins" "Detroit Diesel" signs are 4' x 4' each; these are also available in 3' x 3' sizes, for the most part.

Please call if you have any questions. 612-627-5500.

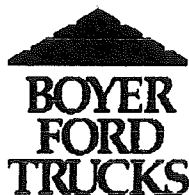
Thanks,

Skip

2601 Broadway Road NE

Minneapolis, Minnesota 55413

612-378-0460 Fax 612-378-0051



April 15, 2003

City Council
City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Dear City Council Members:

Boyer Ford Trucks is requesting a sign variance for our property at 2500 Broadway Drive for the following reasons:

1. The property has frontage on both Highway 280 and on Broadway. Therefore, we are requesting approval for two "brand signs" to identify the site as a dealership offering new truck sales, parts and service. As a part of our effort to provide the city with a property that you can be proud of, we are proposing to make these signs with a stone-faced, monument base rather than a standard, pylon-type sign.

2. When our building permit application was approved by City Council, a comment was made by a council member that perhaps we could have a "Gateway" type sign on the corner. We are requesting approval for a monument type name sign on the corner, which we believe enhances the attractiveness of the property. This will also allow us to do without signs on the front and sides of the building. This sign will also be quite a bit lower than a sign on the front of the building and thus will reduce possible light levels and glare for our neighbors across Highway 280.

It is our intention to keep all other signs on the property on the west side, facing Minneapolis. We believe that approval of this sign request, along with the landscaping to be done, and the design of the building, will enable us to create a landmark property for both the City and Boyer Trucks.

Very truly yours,

A handwritten signature in black ink, appearing to read "P. S. Maas", written over a horizontal line.

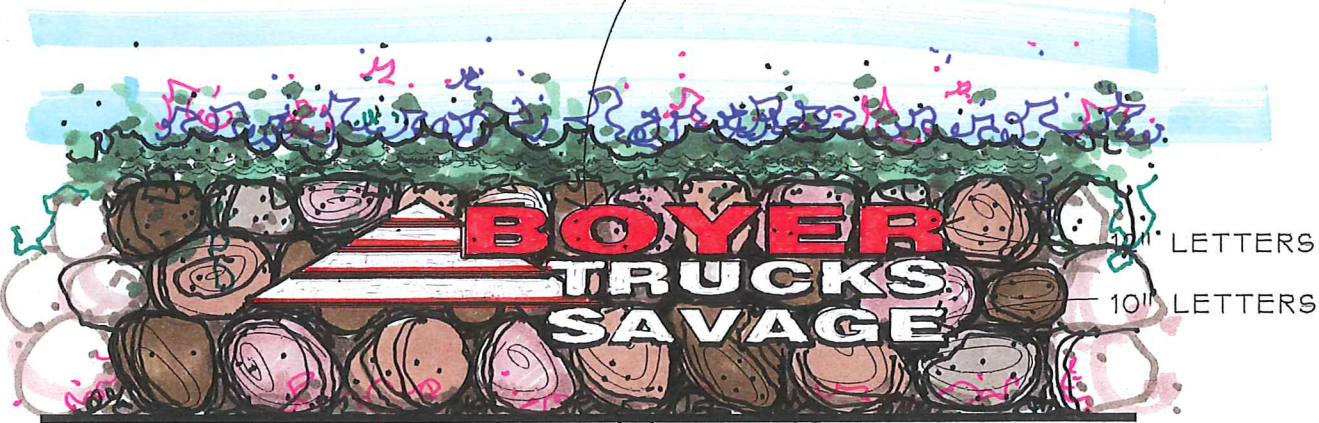
Philip S. Maas
President

2601 Broadway Road NE

Minneapolis, Minnesota 55413

612-378-0460 Fax 612-378-0051

RAISED SIGNAGE
 SET 12" OFF OF
 BOULDER WALL WITH
 1"DIA. RODS ANCHORED
 MIN 6' BEYOND
 SURFACE WALL
 SURFACE. STEEL
 LETTERS WITH COLOR
 PLEXIGLASS SET ON
 FACE.

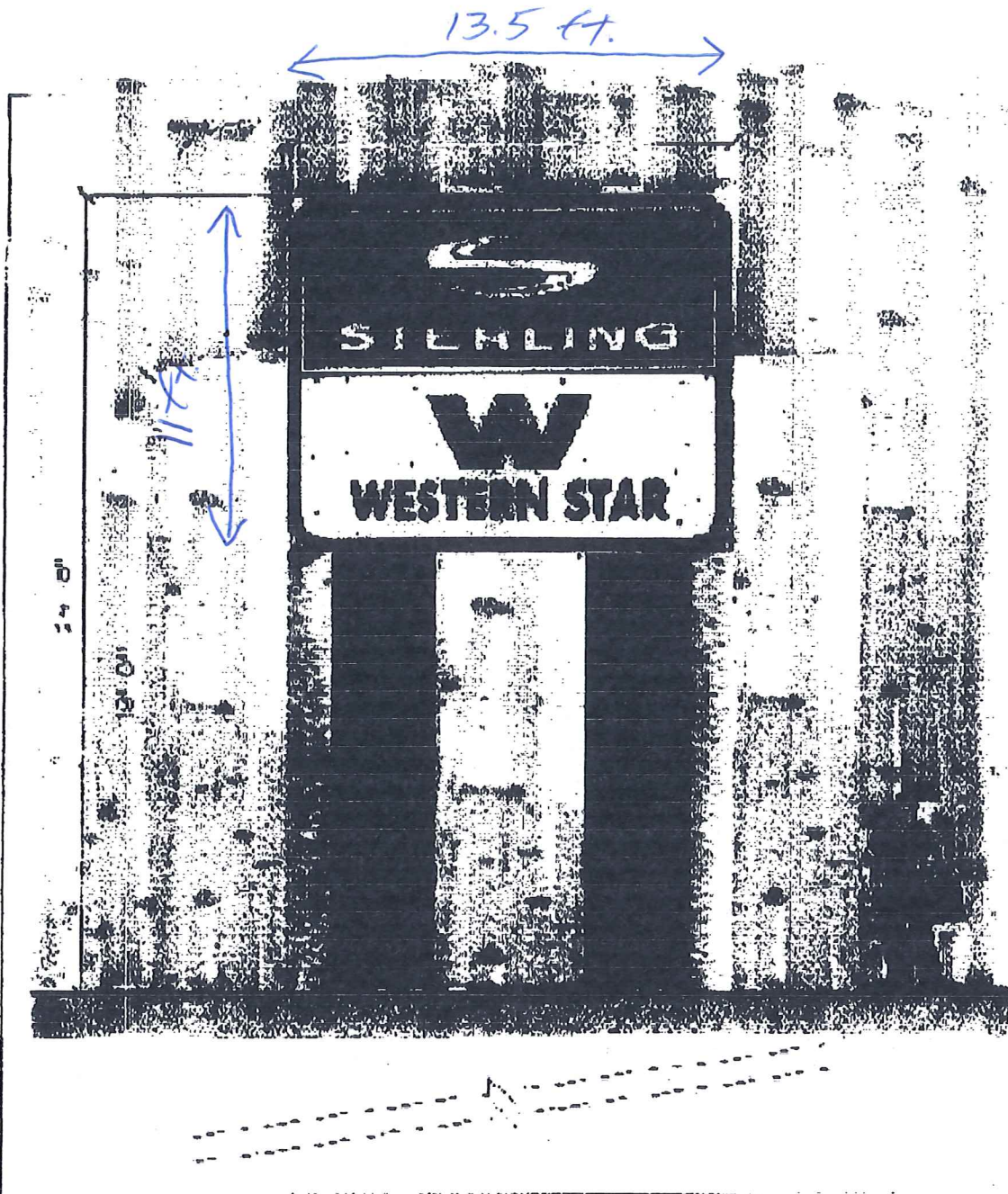


12" LETTERS
 10" LETTERS

BOULDER RETAINING
 WALLS
 SEE SITE DRAWINGS
 FOR SIGNAGE
 LOCATIONS.

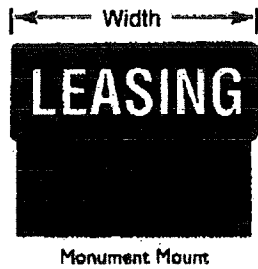
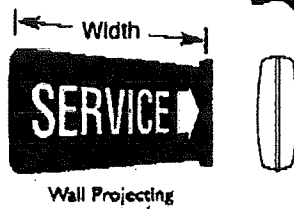
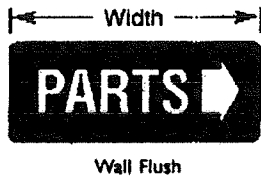
INSITES
 SITE PLANNING LANDSCAPE ARCHITECTURE
 17810 Second Avenue North
 Plymouth Minnesota 55447

	___ SQ.FT. BOYER TRUCKS RAISED LETTER SIGNAGE
	SCALE - 1/4"=1'-0"



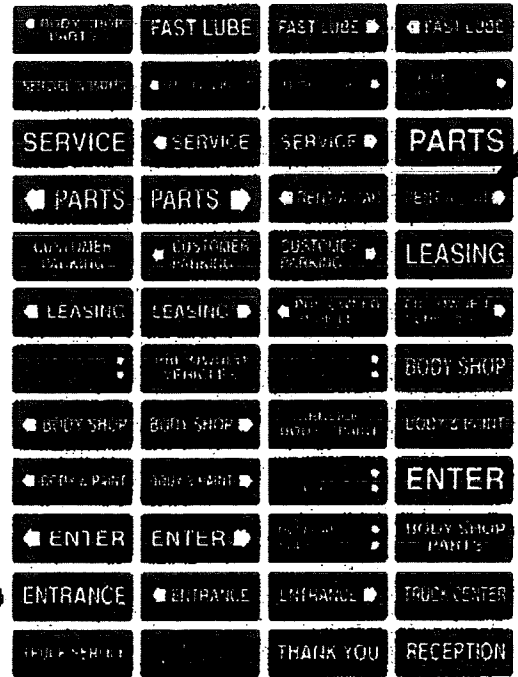
SECONDARY SUPPORT SIGNS

- Five sizes
- Illuminated or non-illuminated
- Wide variety of messages



Apply 5/30/02

7050



Width - Square Footage (Width/Height)	7'-20"	4'-20"	4'-14"	4'-7"	3'-4"
TOTAL OVERALL HEIGHT (MOUNT AND FACE)					
	✓	✓	✓	✓	✓
	✓	✓	✓	✓	✓
	9'-4"	11'-6 1/8"	10'-2"	8'-6 1/2"	7'-10"
	5'-11"	5'-1 1/8"	6'-9"	5'-1 1/2"	4'-5"

* 3'-6' is obsolete, but can be capped over as a 4'-7'.

NAME LETTERS



- Illuminated or non-illuminated block letters.
- Can add the wall flat oval with name letters.

DEALER NAME LETTERS				
Height	48"	39"	26"	19"
Number of Letters	✓	✓	✓	✓
Number of Letters	✓	✓	✓	✓

<http://www.retaildealerconnection.com>

Exhibit B



Zoning Ordinance Chapter 10: Signs

CHAPTER 10

SIGNS

SECTION:

- 10-10-1: General Rule
- 10-10-2: Professional Activity On Premises
- 10-10-3: Bulletin Board
- 10-10-4: Temporary Real Estate
- 10-10-5: Real Estate Development
- 10-10-6: Political
- 10-10-7: Business
- 10-10-8: Directional

10-10-1: **GENERAL RULE:** No sign, billboard, or exterior commercial graphic display shall be permitted in any district except as herein provided. (Zoning Ord. as amd.)

10-10-2: **PROFESSIONAL ACTIVITY ON PREMISES:** In any district a sign not exceeding two (2) square feet in surface size is permitted which announces the name, address, or professional activity of the occupant of the premises on which said sign is located. (Zoning Ord. as amd.)

10-10-3: **BULLETIN BOARD:** A bulletin board not exceeding twenty four (24) square feet is permitted in connection with any church, school or similar public structure. (Zoning Ord. as amd.)

10-10-4: **TEMPORARY REAL ESTATE:** Temporary real estate signs of six (6) square feet per side may be placed in the yard of any residential structure which advertises that particular property for sale, or for rent, or for lease. Such sign will be promptly removed when it has fulfilled its function. (Zoning Ord. as amd.)

10-10-5: **REAL ESTATE DEVELOPMENT:** Real estate development signs may be erected to promote a single family or multiple family residential project of ten (10) or more dwelling units. Such signs will not exceed one hundred (100) square feet in area and shall be removed when the project is ninety percent (90%) completed, sold or leased. (Zoning Ord. as amd.)

10-10-6: **POLITICAL:** Political signs are allowed in any district on private property with the consent of the owner of the property to a maximum size of sixteen (16) square feet. Such signs must be removed within seven (7) days following the date of the election to which they apply. (Zoning Ord. as amd.)

10-10-7: **BUSINESS:** Business signs shall be permitted in connection with any legal business or industry when located on the same premises, and if they meet the following requirements:

- A. **Contents:** Signs shall not contain information or advertising for any product not sold on the premises.
- B. **Size:** Signs shall not have a combined aggregate surface size greater than five (5) square feet for each one foot (1') of width of the principal structure on the premises up to a maximum of two hundred fifty (250) square feet.
- C. **Projection:** Signs shall not project over public rights of way.
- D. **Flashing Signs:** Flashing signs and those signs giving off an intermittent or rotating beam or ray of light shall be prohibited.
- E. **Illuminated Signs:** Illuminated signs shall be diffused so as not to direct rays of light into adjacent property or onto any public right of way.
- F. **Elevation:** Signs shall be limited so as to extend not more than twenty five feet (25') above the average elevation of the public street abutting upon the lot or tract on which such sign is located.
- G. **Maintenance:** Signs shall be painted at least once every two (2) years including all parts and supports, unless such parts or supports are galvanized or otherwise treated to prevent rust. (Zoning Ord. as amd.)

10-10-8

10-10-8

10-10-8: **DIRECTIONAL:** The Board may permit directional signs of twelve (12) square feet in connection with any legal business or industry provided they contain no information other than instructions for convenience of vehicular traffic in reaching such business or industry. (Zoning Ord. as amd.)