

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:00 P.M. TUESDAY, MAY 9, 2023**  
**LAUDERDALE CITY HALL, 1891 WALNUT STREET**

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 TO ORDER THE LAUDERDALE CITY COUNCIL MEETING**
2. **ROLL CALL**
3. **APPROVALS**
  - a. Agenda
  - b. Minutes of the April 25, 2023 City Council Meetings
  - c. Claims Totaling \$120,260.36
4. **CONSENT**
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
  - a. Discussion of Enforcement of New Speed Limits with St. Anthony Police
  - b. City Council Updates
7. **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.

8. **DISCUSSION / ACTION ITEM**
  - a. Zoning Ordinance Revisions Discussion
  - b. Resolution No. 050923A – Transferring a Portion of the Coronavirus Local Fiscal Recovery Funds Established under the American Rescue Plan Act
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
  - a. April Financial Report
  - b. Building Safety Month Proclamation and Update by Andy Schreder, Building Official
  - c. Conversation with County Commission Mary Jo McGuire
  - d. Long-Term Planning Session with Victoria Holthaus of AEM Financial Solutions (September 12)
12. **WORK SESSION**
  - a. Community Development Update

b. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to three (3) 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 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 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.

13. **ADJOURNMENT**

**To provide public comments, join us via Zoom.**

You are invited to a Zoom webinar.

When: May 9, 2023 07:00 PM Central Time (US and Canada)

Topic: May 9, 2023 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85832575513?pwd=d011WHAzVzVzSktNTVdkQnZFS1FpZz09>

Passcode: 055863

Or One tap mobile :

+16469313860,,85832575513# US

+13017158592,,85832575513# US (Washington DC)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 301 715 8592 US (Washington DC), +1 305 224 1968 US

+1 309 205 3325 US, +1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York), +1 646 931 3860 US

+1 386 347 5053 US, +1 507 473 4847 US

+1 564 217 2000 US, +1 669 444 9171 US

+1 669 900 9128 US (San Jose), +1 689 278 1000 US

+1 719 359 4580 US, +1 253 205 0468 US

+1 253 215 8782 US (Tacoma), +1 346 248 7799 US (Houston)

+1 360 209 5623 US, 877 853 5247 US Toll Free

888 788 0099 US Toll Free, 833 548 0276 US Toll Free

833 548 0282 US Toll Free, Webinar ID: 850 7411 6838

International numbers available: <https://us02web.zoom.us/j/85832575513?pwd=d011WHAzVzVzSktNTVdkQnZFS1FpZz09>

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

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April 25, 2023

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:02 p.m.

**Roll Call**

Councilors present: Jeff Dains, Sharon Kelly, Evan Sayre, and Mayor Mary Gaasch.

Councilors absent: Duane Pulford participated as a member of the public via Zoom.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Miles Cline, Deputy City Clerk.

**Approvals**

Mayor Gaasch asked if there were any additions to the meeting agenda. There being none, Councilor Kelly moved and seconded by Councilor Sayre to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the April 11, 2023 city council meeting. There being none, Councilor Kelly moved and seconded by Councilor Dains to approve the minutes of the April 11, 2023 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Dains moved and seconded by Councilor Sayre to approve the claims totaling \$110,593.48. Motion carried unanimously.

**Informational Presentations/Reports**

**A. Ramsey County Public Works – Eustis Street Cost-Sharing**

Alan Maxwell, the Ramsey County engineer working on the Eustis Street project, shared an updated presentation with the Council. He discussed updated cost estimates, and what the City's share of the project would be if the Council elects not to take ownership of Eustis Street.

After Maxwell fielded questions from the Council including responding that a final agreement needed to be in place prior to bidding the project in 2025.

**B. Annual Police Department Report**

Police Chief Jon Mangseth and Captain Jeff Spiess were in attendance to present the annual police report to the Council.

They provided a wide array of data from 2022 and shared that steering wheel locks are available at Lauderdale City Hall for Kia and Hyundai owners that are vulnerable to being stolen.

The Council paused for a brief recess from 8:07 p.m. to 8:14 p.m.

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
Lauderdale City Hall  
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**C. City Council Updates**

Mayor Gaasch shared that she attended a Ramsey County League of Local Governments meeting on waste. A video is available for those interested in watching a replay of the event. Gaasch continued to say that she is on the board of the League of Minnesota Cities where they are down to two candidates for the new executive director.

**Discussion/Action Item**

**A. Fence Waiver Request at 1798 Walnut Street**

Bownik explained that Devon and Kirsten Camitsch, 1798 Walnut Street, are proposing to construct a six-foot-tall fence in their back yard. They would like to continue the six-foot height of the fence ten feet past the “Point of Intersection” into the side yard. The city code allows for fences up to a height of four feet in the side yard, thus the reason for the waiver request.

There is a unique circumstance in that the house has a projection in the side yard that includes the water spigot that they owners would like to tie the fence into. There also are a few big bushes along Spring Street that would conceal that section of the fence. The waiver process was designed for situations like this if the Council finds that the requirement is not necessary for the protection of public health, safety, or welfare. If approved, conditions can be placed on the approval. However, staff does see any concerns with approval of the waiver; we do not think there is a need for conditions in this case.

Councilor Sayre made a motion to approve the fence waiver request for 1798 Walnut Street without conditions. This was seconded by Councilor Dains and carried unanimously.

**Set Agenda for Next Meeting**

Butkowski stated that the May 9 council meeting might include an American Rescue Plan Act (ARPA) funds transfer and a zoning ordinance discussion.

**Work Session**

**A. Community Development Update**

Butkowski shared that she completed the ARPA funds report through March 2023. She also said that the social room was updated with new light fixtures, paint, and ceiling tiles. Finally, Butkowski urged residents to stop flushing wipes down the toilet even if they are deemed flushable on the packaging as they cause backups in the sewer mains.

**B. Opportunity for the Public to Address the City Council**

Mayor Gaasch opened the floor to those in attendance interested in addressing the Council. Duane Pulford mentioned that the newsletter was great and appreciated that it highlighted the drug deactivation bags. He was excited for the roll out of the organics recycling. He mentioned his thanks for the police department handing out locks for Kia’s and Hyundai’s. Mayor Gaasch closed the floor.

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**Adjournment**

Councilor Kelly moved and seconded by Councilor Dains to adjourn the meeting at 8:39 p.m.  
Motion carried unanimously.

Respectfully submitted,



Heather Butkowski  
City Administrator



CITY OF LAUDERDALE  
LAUDERDALE CITY HALL  
1891 WALNUT STREET  
LAUDERDALE, MN 55113  
651-792-7650  
651-631-2066 FAX

### **Request for Council Action**

**To:** Mayor and City Council  
**From:** City Administrator  
**Meeting Date:** May 9, 2023  
**Subject:** List of Claims

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The claims totaling \$120,260.36 are provided for City Council review and approval that includes check numbers 28405 to 28429.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: miles.cline  
 Printed: 5/4/2023 2:54 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH 34		AFSCME MN Council 5 PR Batch 50900.04.2023 Union Dues	04/28/2023 PR Batch 50900.04.2023 Unio	228.24
Total for this ACH Check for Vendor 34:				228.24
ACH 389		Blue Cross Blue Shield of Minnesota PR Batch 50900.04.2023 Vision Insurance	04/28/2023 PR Batch 50900.04.2023 Visi	12.82
Total for this ACH Check for Vendor 389:				12.82
ACH 43		Public Employees Retirement Association PR Batch 50900.04.2023 PERA Coordinated PR Batch 50900.04.2023 PERA Coordinated	04/28/2023 PR Batch 50900.04.2023 PER PR Batch 50900.04.2023 PER	1,231.38 1,067.20
Total for this ACH Check for Vendor 43:				2,298.58
ACH 44		Minnesota Department of Revenue PR Batch 50900.04.2023 State Income Tax	04/28/2023 PR Batch 50900.04.2023 Stat	708.06
Total for this ACH Check for Vendor 44:				708.06
ACH 45		ICMA Retirement Corporation PR Batch 50900.04.2023 Deferred Comp PR Batch 50900.04.2023 Deferred Comp	04/28/2023 PR Batch 50900.04.2023 Def PR Batch 50900.04.2023 Def	1,655.77 1,340.19
Total for this ACH Check for Vendor 45:				2,995.96
ACH 46		Internal Revenue Service PR Batch 50900.04.2023 Medicare Employer Po PR Batch 50900.04.2023 Federal Income Tax PR Batch 50900.04.2023 FICA Employer Portio PR Batch 50900.04.2023 Medicare Employee Pc PR Batch 50900.04.2023 FICA Employee Portio	04/28/2023 PR Batch 50900.04.2023 Mec PR Batch 50900.04.2023 Fed PR Batch 50900.04.2023 FIC. PR Batch 50900.04.2023 Mec PR Batch 50900.04.2023 FIC.	279.65 1,808.77 1,195.68 279.65 1,195.68
Total for this ACH Check for Vendor 46:				4,759.43
Total for 4/28/2023:				11,003.09
28405	383 S1474681-050123	Aspen Waste Systems of Minnesota Inc May Refuse Service	05/09/2023	396.40
Total for Check Number 28405:				396.40
28406	29 4339	City of St Anthony May Police Services	05/09/2023	71,692.50
Total for Check Number 28406:				71,692.50
28407	238 052023	Costco Wholesale Corporation Membership Renewal	05/09/2023	120.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 28407:	120.00
28408	25	County of Ramsey	05/09/2023	
		PR Batch 50900.04.2023 Short Term Disability	PR Batch 50900.04.2023 Sho	88.47
		PR Batch 50900.04.2023 Life Insurance	PR Batch 50900.04.2023 Life	212.93
		PR Batch 50900.04.2023 Long Term Disability	PR Batch 50900.04.2023 Lon	95.87
	RISK-002233	(Month) Insurance Processing Fee		25.00
			Total for Check Number 28408:	422.27
28409	361 052023	Tom Douvier Rental of Truck/Plow while City Vehicle Repaire	05/09/2023	125.00
			Total for Check Number 28409:	125.00
28410	294 23-139*02	Goodmanson Construction Inc Street Repairs	05/09/2023	6,902.40
			Total for Check Number 28410:	6,902.40
28411	61 3040536	Gopher State One Call April Locates	05/09/2023	22.95
			Total for Check Number 28411:	22.95
28412	82 052023	Home Depot Paint & Battery Chainsaw	05/09/2023	589.92
			Total for Check Number 28412:	589.92
28413	78 052023 052023 052023 052023 052023 052023 052023 052023 052023 052023 052023 052023	League of Minnesota Cities Insurance Trust 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance 2022-2023 Work Comp Insurance	05/09/2023	16.63 246.93 296.76 17.95 367.29 205.58 10.00 6.99 4.95 138.59 12.33
			Total for Check Number 28413:	1,324.00
28414	387 1226	Metro-INET May IT Services	05/09/2023	2,190.00
			Total for Check Number 28414:	2,190.00
28415	24 0001156773	Metropolitan Council June Waste Water	05/09/2023	12,824.43
			Total for Check Number 28415:	12,824.43
28416	79 MARCH1230252023	Minnesota Department of Labor & Industry 1Q2023 Surcharge Report	05/09/2023	306.68
			Total for Check Number 28416:	306.68
28417	12	NineNorth	05/09/2023	



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2023-068	April Virtual Meeting Production		360.00
	2023-068	April Webstreaming & Archiving		255.41
	2023-068	April Virtual Meeting Charge		74.75
			Total for Check Number 28417:	690.16
28418	84	North Star Bank Cardmember Services	05/09/2023	
	052023	April Costco Fuel		55.22
	052023	April Costco Fuel		55.22
	052023	April Costco Fuel		257.70
	052023	USPS - 5 Rolls of Stamps		315.00
	052023	Target - Office Supplies		20.70
	052023	Office Depot - Cardstock Paper		29.80
			Total for Check Number 28418:	733.64
28419	11	North Suburban Communications Commiss	05/09/2023	
	2023-611	2Q23 Contribution		1,010.39
			Total for Check Number 28419:	1,010.39
28420	395	Pirtek Midway	05/09/2023	
	MI-T00017140	Truck Repairs		125.72
			Total for Check Number 28420:	125.72
28421	394	Q3 Contracting Inc	05/09/2023	
	TMN3178836	Street Sign Rental		65.50
			Total for Check Number 28421:	65.50
28422	356	Rum River Ventures LLC	05/09/2023	
	618	February 2023 - March 2023 Contract Building I		2,381.69
			Total for Check Number 28422:	2,381.69
28423	131	Safety Signs LLC	05/09/2023	
	0132356-IN	Speed Limit Signs		1,220.95
			Total for Check Number 28423:	1,220.95
28424	155	Seven Corners Printing	05/09/2023	
	71129	2Q2023 Newsletter		1,277.38
			Total for Check Number 28424:	1,277.38
28425	102	SHI International Corp	05/09/2023	
	B16678992	Adobe License - JB		42.84
			Total for Check Number 28425:	42.84
28426	81	St Paul Regional Water Service	05/09/2023	
	052023	1915 Walnut St		26.23
	052023	1885 Fulham St		153.35
	052023	1891 Walnut St		87.06
			Total for Check Number 28426:	266.64
28427	396	Sunbelt Rentals Inc	05/09/2023	
	138199240-0001	Lift Rental for City Hall Work		902.87
			Total for Check Number 28427:	902.87

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
28428	4 SI006639 SI006639	The Neighborhood Recycling Company Inc April Single Unit Dwelling April Multi-Family Recycling	05/09/2023	3,026.73 420.21
Total for Check Number 28428:				3,446.94
28429	3 500275128	US National Equipment Finance Inc May Copier Lease	05/09/2023	176.00
Total for Check Number 28429:				176.00
Total for 5/9/2023:				109,257.27
Report Total (31 checks):				120,260.36



**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion \_\_\_\_\_  
Action \_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date May 9, 2023

ITEM NUMBER Speed Limit Change

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Assuming there aren't any calls during our meeting, the sergeant on duty will be at the meeting to discuss the upcoming speed limit changes. St. Anthony reduced their speeds to 25 MPH so the department has previous experience to draw from.

**OPTIONS:**

**STAFF RECOMMENDATION:**



MEMO

To: City of Lauderdale City Council

CC: Heather Butkowski, City Administrator

From: Jennifer Haskamp, AICP, SHC

Date: May 4, 2023

RE: Zoning Code Update – January Work Session Continued

On January 30, 2023 we met in work session to continue the Zoning Code Update project. While the project formally kicked off in 2022, the project efforts were delayed by the effort on staff's part to finalize the 1795 Eustis Street redevelopment project. During the delay, City elections were held and two new Council Members were seated as of January 2023. The two new councilors were not a part of the initial project kick-off or project scoping. Due to the City's new Council membership, as well as the need to refresh the process, a work session was held on January 30, 2023, to review the work completed to-date and to once again kick-off the Project effort.

At the work session we covered approximately half of the content included in the presentation (through approximately slide 12 of the attached). The purpose of this item is to complete the presentation and to provide some follow-up regarding the discussion held at the work session. The presentation from the January 30, 2023 work session is attached, and changes and/or additions are noted in pink text.

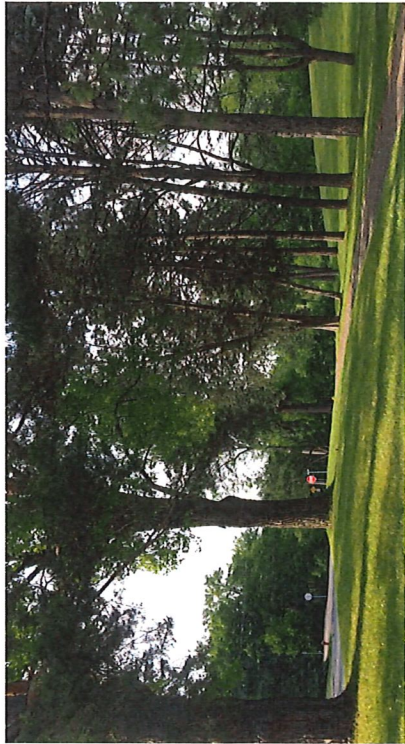
The objective for our discussion on May 9 is to confirm, or revise, the direction for the Project so that we can move forward with the next steps. Once the project direction is confirmed our next steps include development of an Annotated Outline, ordinance drafting, strategic public engagement, and City Council work sessions and/or presentations. The timing of the deliverables, engagement events and work sessions will be refined after the discussion.

If you have any questions about the presentation or would like me to address something specific at the upcoming meeting, please contact Heather prior to the meeting so that we can incorporate it into the presentation and/or discussion.

Have a great weekend – and enjoy the long-awaited Spring weather!

# City of Lauderdale

## Zoning Ordinance Update



# Zoning Ordinance (“Code”) Update

## Team Introduction & Background

- » SHC
- » Process Background

## Project Overview

- » Comprehensive Plan & Zoning
- » Phase I: Issue Identification (Preliminary Findings)
- » Zoning Code Ordinance - Phase I - IV



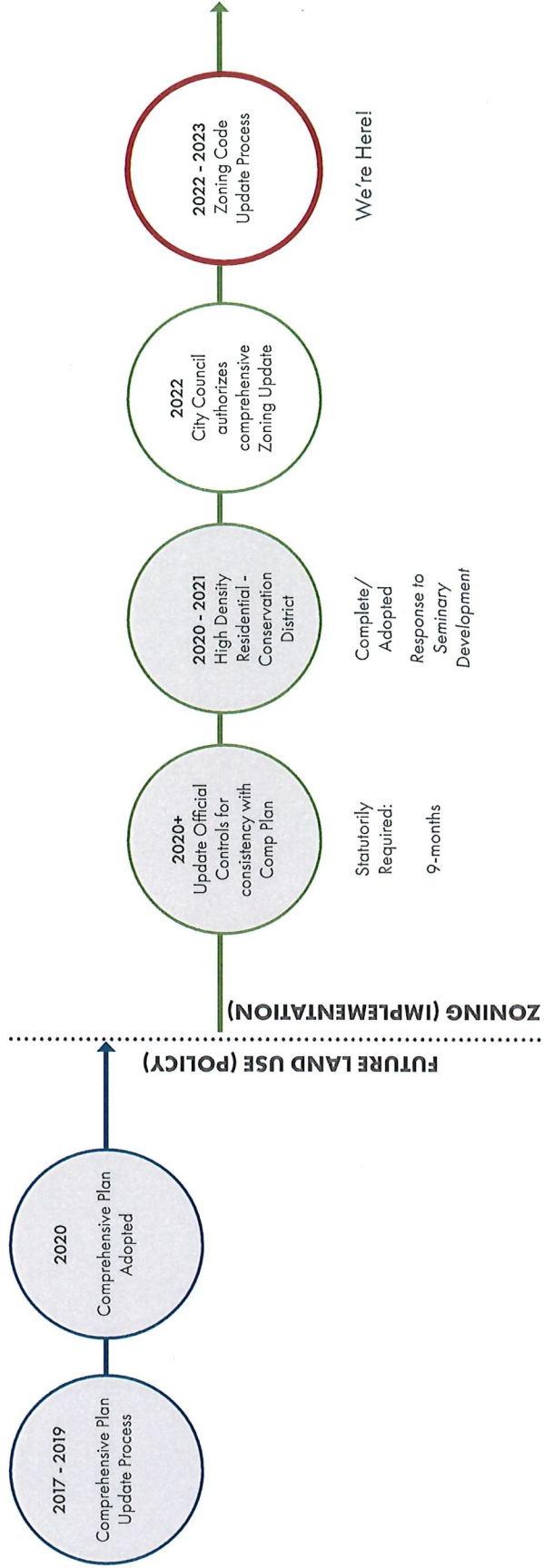
# Introduction & Background



Jennifer Haskamp

Jess Points

Ellison Yohner



We're Here!



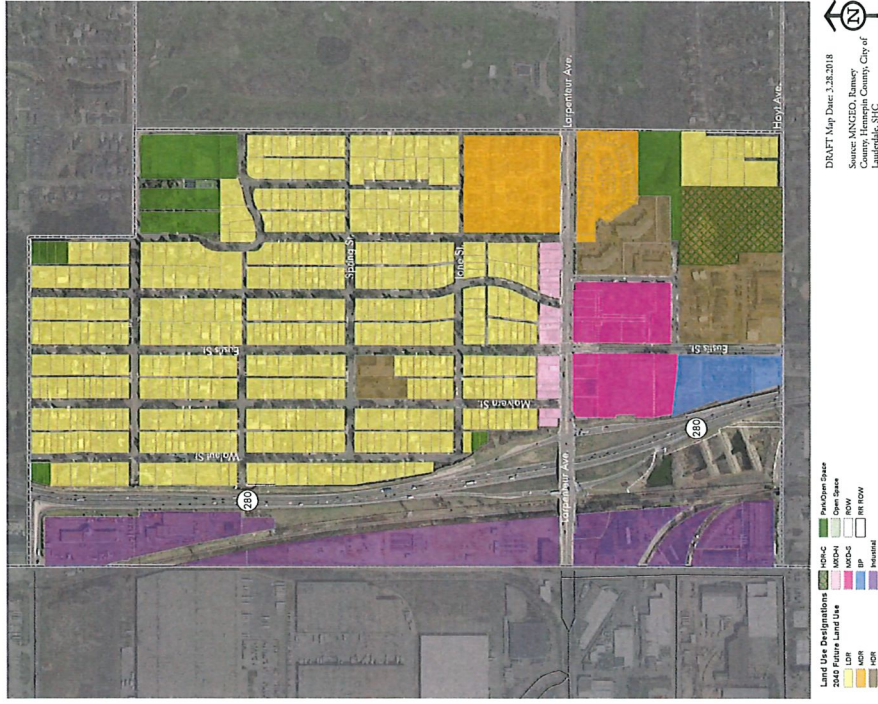


## Why update the Zoning Code?

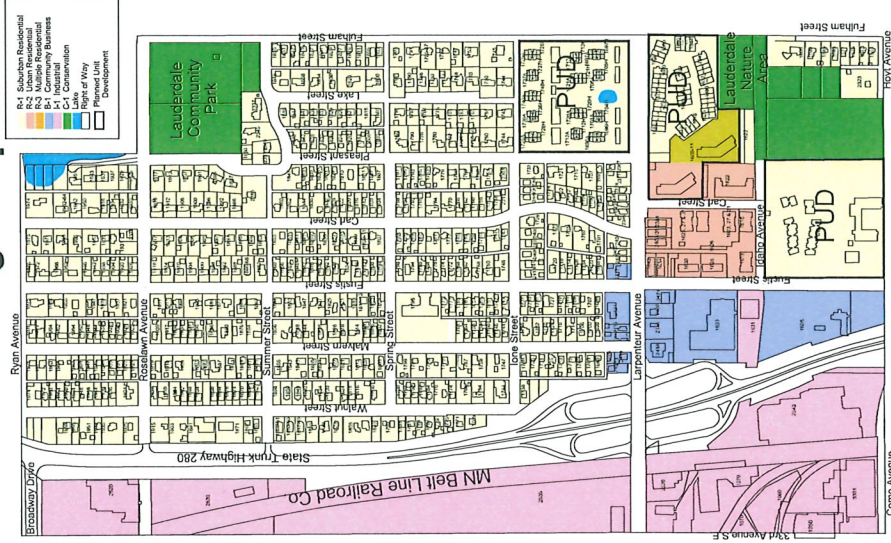
- » The City adopted the 2040 Comprehensive Plan in 2020 which sets the vision, goals and objectives for the City over the next 10-20 year planning period.
- » State Statutes require the City to update its Zoning Ordinance and Map for consistency with the 2040 Future Land Use Plan.
- » The City is changing (note new development and investments in town) and the Zoning Code is the primary tool in our toolbox to guide the type of development we want to see.
- » The Code has not been comprehensively updated in decades - piecemeal ordinance updates are “band-aids” (e.g. PUD and HDR-C updates, but standards for duplex units are confusing)



# 2040 Future Land Use Plan



# 1996 Zoning Map



# What is Zoning?

*Rules, standards and regulations that affect what is built on a property, and how it used.*

## The Zoning Code regulates:

- » The physical way land can be developed (ex: type, size, height, landscaping, streets, sidewalks, setbacks, roof types, accessory/garage locations, etc)
- » Where residential, commercial, mixed-use, industrial, agricultural, recreation and commercial activities take place.
- » Other regulations such as: can chickens or bees be kept on a property? Are certain historic structures protected? Are Accessory Dwelling Units permitted? How many accessory buildings can I have? Etc.

## What is ~~NOT~~ regulated by the Zoning Code?

- » Rental Regulations
- » Design Guidelines
- » Traffic Control
- » Animal Control
- » Certain Nuisance Regulations (unless physical property related)



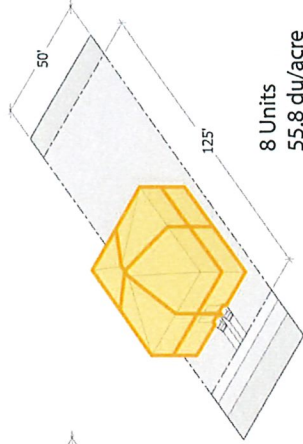
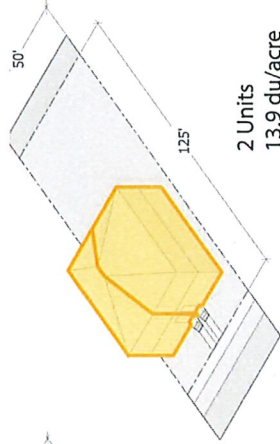
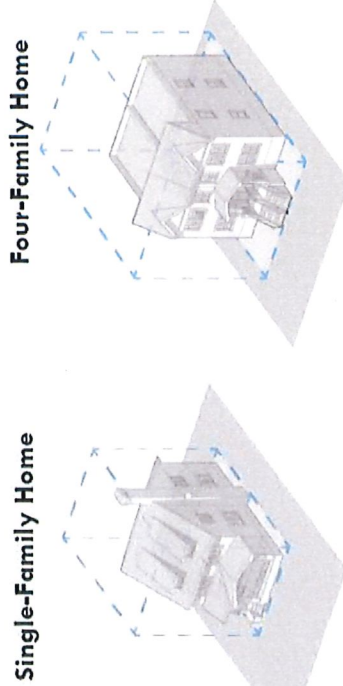
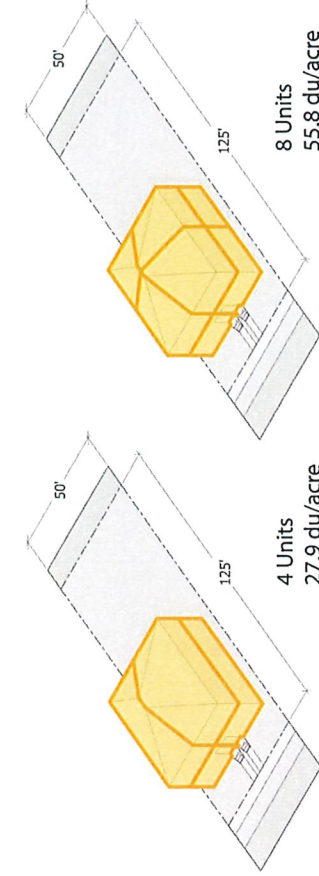
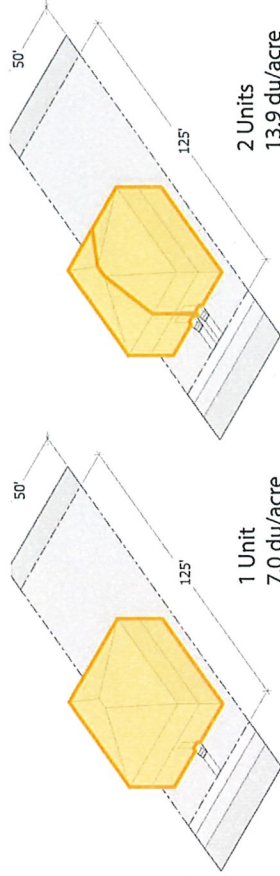
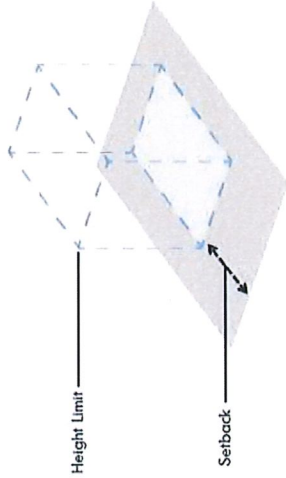
# Hot Topics in Zoning

- » Equity
- » Affordability
- » Segregation
- » Density
- » Parking
- » **Marijuana legalization?**



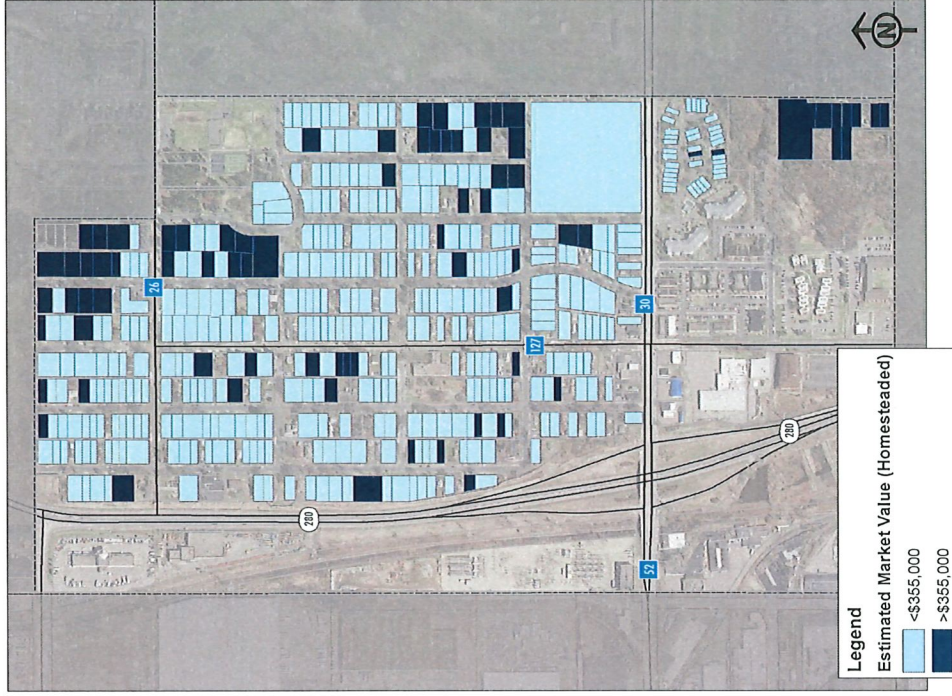
# Hot Topics in Zoning

## Buildable Area

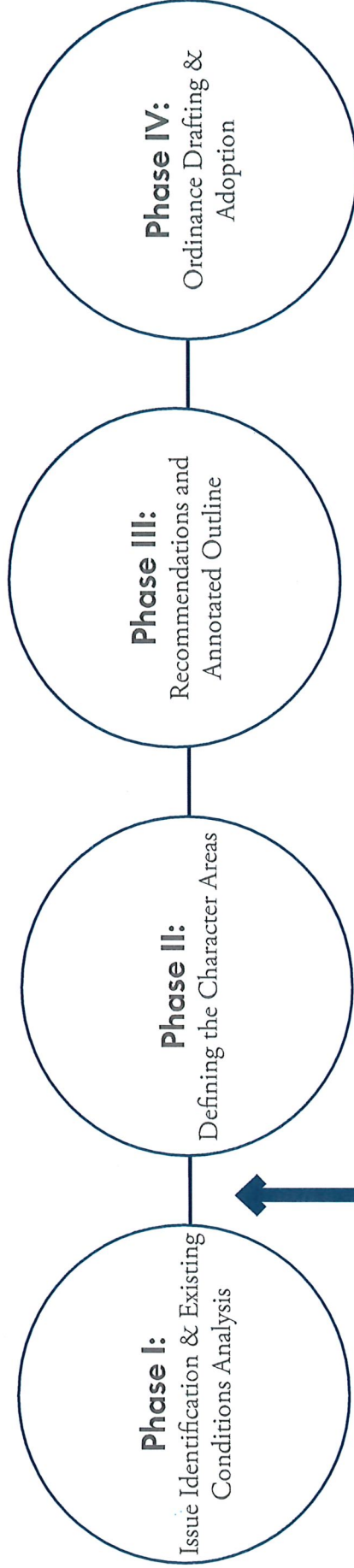


# Existing Housing Stock (Homesteaded) Affordability

Estimated Market Value of Homesteaded Properties



# Zoning Code Update Process (As approved)



**WE ARE HERE**



# Phase I: Issue Identification & Existing Conditions Analysis

## Existing Conditions Analysis

- » Non-conforming properties  
*(note these properties are legally non-conforming for area and width but all other dimensional standards apply)*

## » Uses Chart

- » Future Land Use
- » Issue Identification

R-1 Suburban Residential				
	Min. Area	Width	Front Setback	Rear Setback Side Setback
Single Family Dwellings	7,500	60	30	20 5
Two Family Dwellings	10,000	60	30	20 5
Other Uses	10,000	60	30	20 5
Total Lots	676	(149 in PUD)		527 applicable lots
Analysis of Single Family Dwellings				
Minimum Area	302 nonconforming			
Lot Width	1287 nonconforming	57%		
		54%		

\*Setback analysis based on aerial  
Majority appear to comply; aerial analysis difficult to determine 5-foot setback  
Some FY Setbacks appear to be 20-foot; survey would need to confirm.

## City of Lauderdale Table Uses

Land Use	C		Reference Section
	Permitted Use; no Zoning Permit required is a pre-requisite.	Conditional Use; Conditional Use Permit required	
P	Permitted Use; no Zoning Permit required is a pre-requisite.	Conditional Use; Conditional Use Permit required	
A	Permitted Use; no Zoning Permit required is a pre-requisite.	Conditional Use; Conditional Use Permit required	
2 or less non-transient roomers to a single-family house provided no sign is displayed	R-1	R-1	High Density Residential
Churches	R-2	R-2	High Density Residential
Commercial schools	R-3	R-3	High Density Residential
Multiple family dwellings	R-1	R-1	High Density Residential
Nursing homes	R-2	R-2	High Density Residential
Planned unit developments	R-3	R-3	High Density Residential





# Phase I - What we've heard so far from residents...

## Interests

- » Commercial amenities / Walkability along Larpenneur

- » Overcrowding and parking

- » Neighbor behavior (parties, noise, drinking)

- » Senior Housing

## Mixed Responses

- » Sustainability

- » Density / Amount of Development (how much fits on a lot, duplex, size of structures, etc.)

- » Accessory Dwelling Units

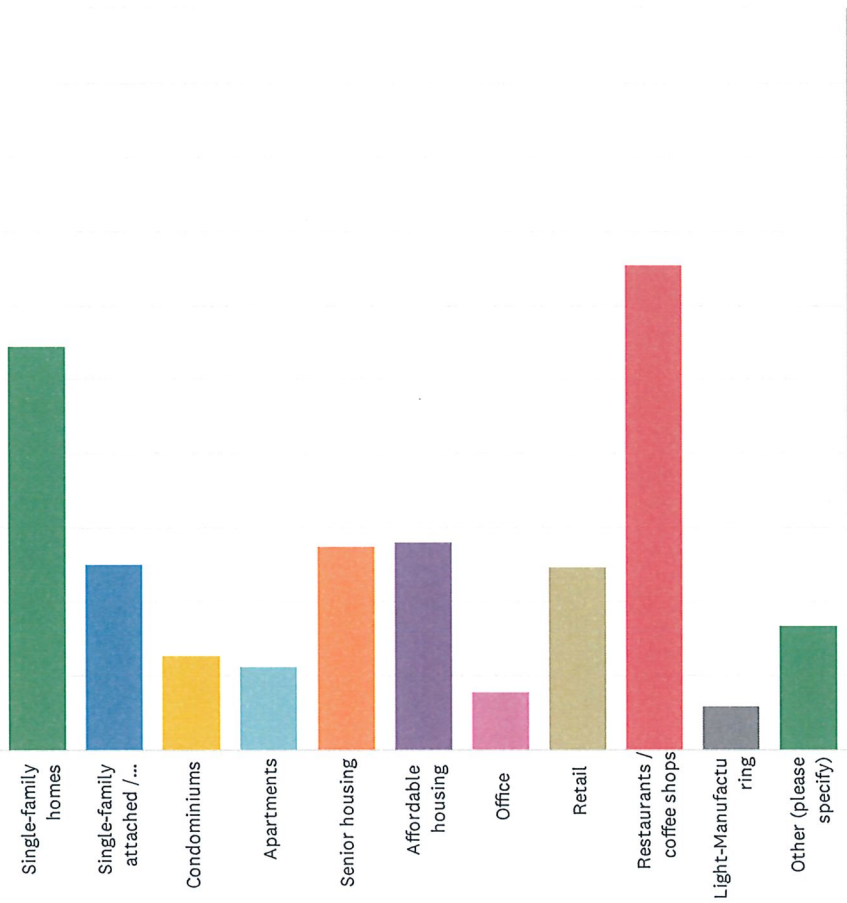
## Issues/Concerns

- » Deferred home maintenance

- » Yard “clutter” / Outdoor storage



**What type of  
development would  
you like to see more  
in Lauderdale?**



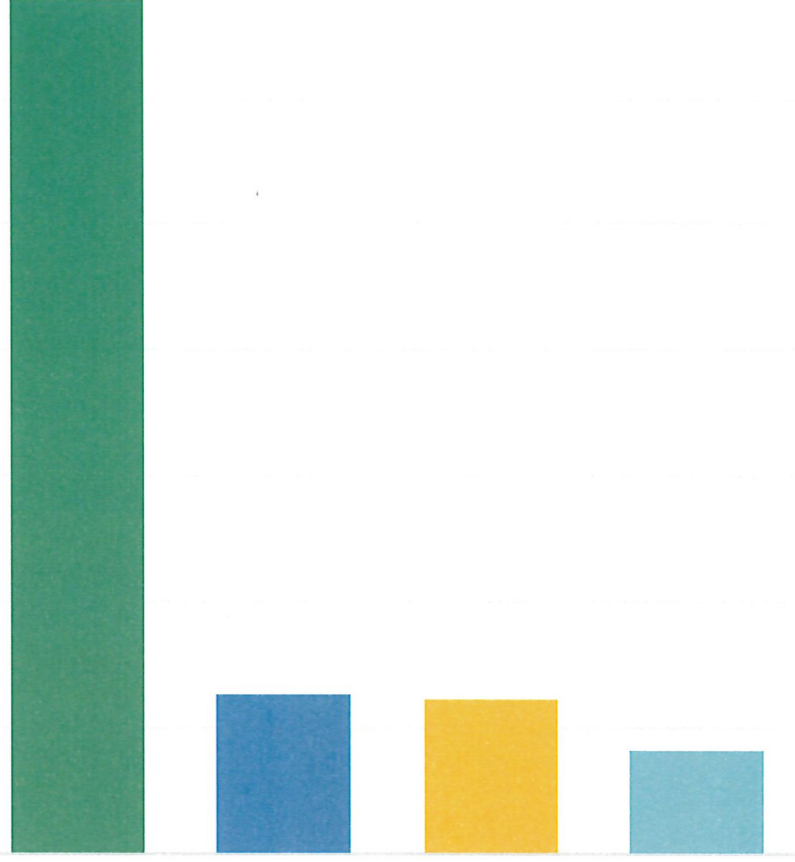
**Please pick the  
statement that aligns  
with your thoughts  
about duplexes.**

Duplexes can work well within single-family neighborhoods if the lot size, setback and heights are compatible with adjacent properties.

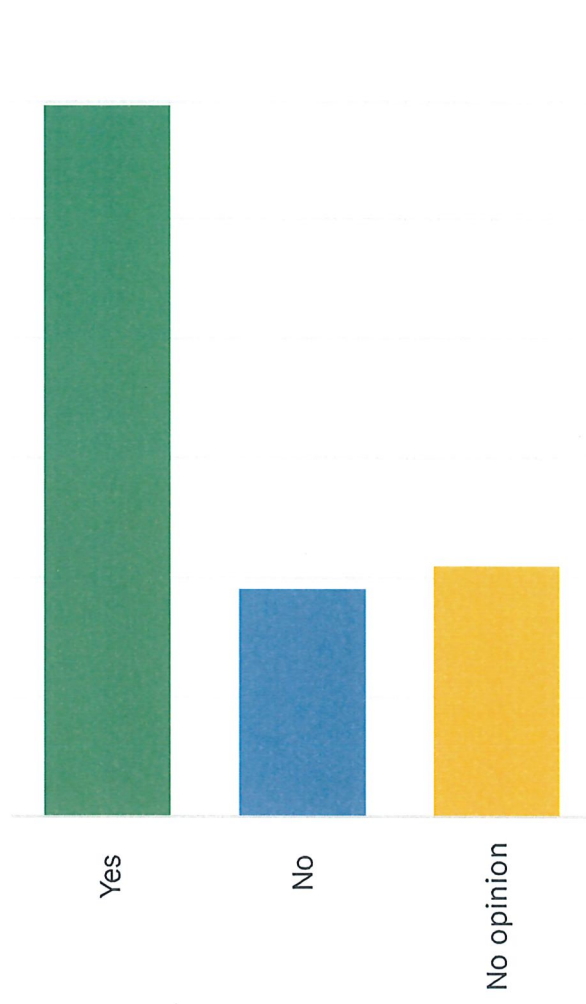
Duplexes should not be allowed in any single-family neighborhoods.

Duplexes should be allowed in a residential neighborhood if there is a specific area where they are developed.

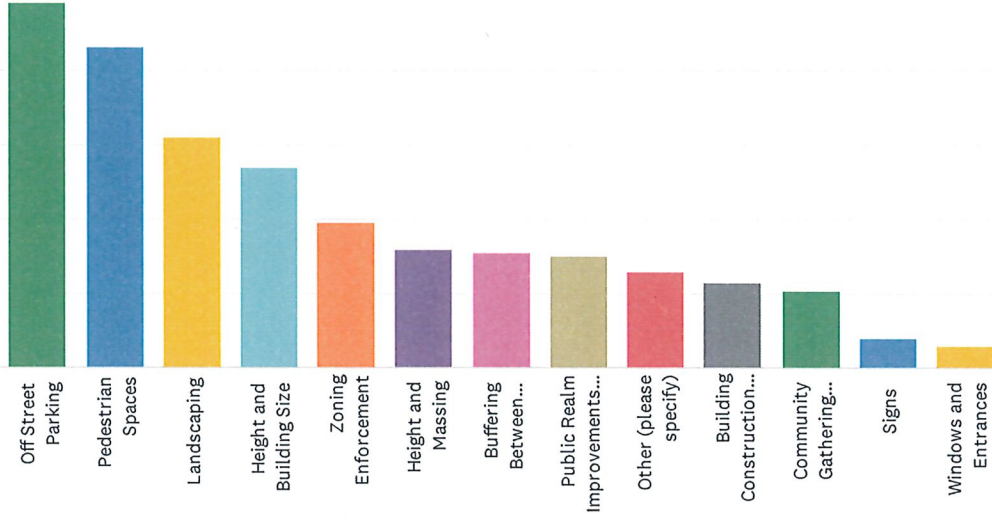
I have no opinion regarding duplexes.



**Do you think  
Accessory Dwelling  
Units should be  
permitted?**



**What are the most important standards for the City to include in the updated Zoning Code for the Larpenteur Corridor?**



# Phase I - Technical Team Response

## SECTION: ZONING DISTRICT STANDARDS

- » Revisit setbacks in all Zoning Districts
- » Revisit height standards in all districts
- » Create new districts (as necessary) to support comp plan
- » Establish lot size for duplex - where permitted?
- » Coverage standards?
- » Accessory building standards (sheds, ADUs, garages, etc.)

## SECTION: ALLOWED USES

- » Update/Establish list of permitted uses in new zoning districts.
- » Revisit/update uses in all zoning districts.
- » Specific Use criteria (update, create, revise)
  - » *(Massage therapy, home occupations, adult uses, communication towers, temporary family health care, etc.)*
- » Accessory Dwelling Units? Use Standards? What structures are habitable? (Standards for living/dwelling)



# Phase I - Technical Team Response (Cont.)

## SECTION: BUILDING, SITE DESIGN STANDARDS

- » Revisit 10-8-4; refine buildable lot standards
- » Clarify standards for new vs. existing lots (Table 10-8)
- » Minimum size of dwelling units (regulate?)
- » Criteria for mobile/modular homes?
- » Modernize parking standards for allowed uses/development
- » How can we restrict over-crowding on lots?
- » How should lot coverage (building vs. total impervious) be calculated? What is included?
- » Revise/update fence heights?

» Modernize screening language?

» Should fences and retaining walls be in zoning code?

## SECTION: ADMINISTRATION

- » Should certain improvements (e.g. covered porches) be handled differently to reduce variance requests?
- » Lot separations/combinations/etc., administrative approval?
- » Require a permit for sheds?
- » Address the fee schedule
- » Update for consistency with state law requirements (publication and mailed notices)
- » Definitions



# Next Steps & Discussion

*Is the contract right? Do we need to make adjustments to the process and/or Scope?*

## **Phase III: Recommendations and Annotated Outline**

- » Detailed account of the districts, proposed changes and recommendations for consideration by the TAG (Technical Advisory Group) and City Council

**What do we need to make sure we cover in this process and updated Zoning Code?**

## **Phase IV - Ordinance Drafting and Adoption**

- » Community Open House for feedback
- » Draft Zoning Ordinance for presentation

Summary of Phase II - IV (as scoped in the contract):

### *Videos*

- » Three short videos as part of this process:
  - Topic 1: What is Zoning?
  - Topic 2: What are Character Areas?
  - Topic 3: Now what? How do we use it? What do I need to know about the new ordinance?

## **Phase II: Define Character Areas**

- » Define areas of City into Neighborhood, Commercial, Industrial, etc “Character Areas”
- » Organize Zoning Districts, Performance Standards and Regulations by using those Character Areas.

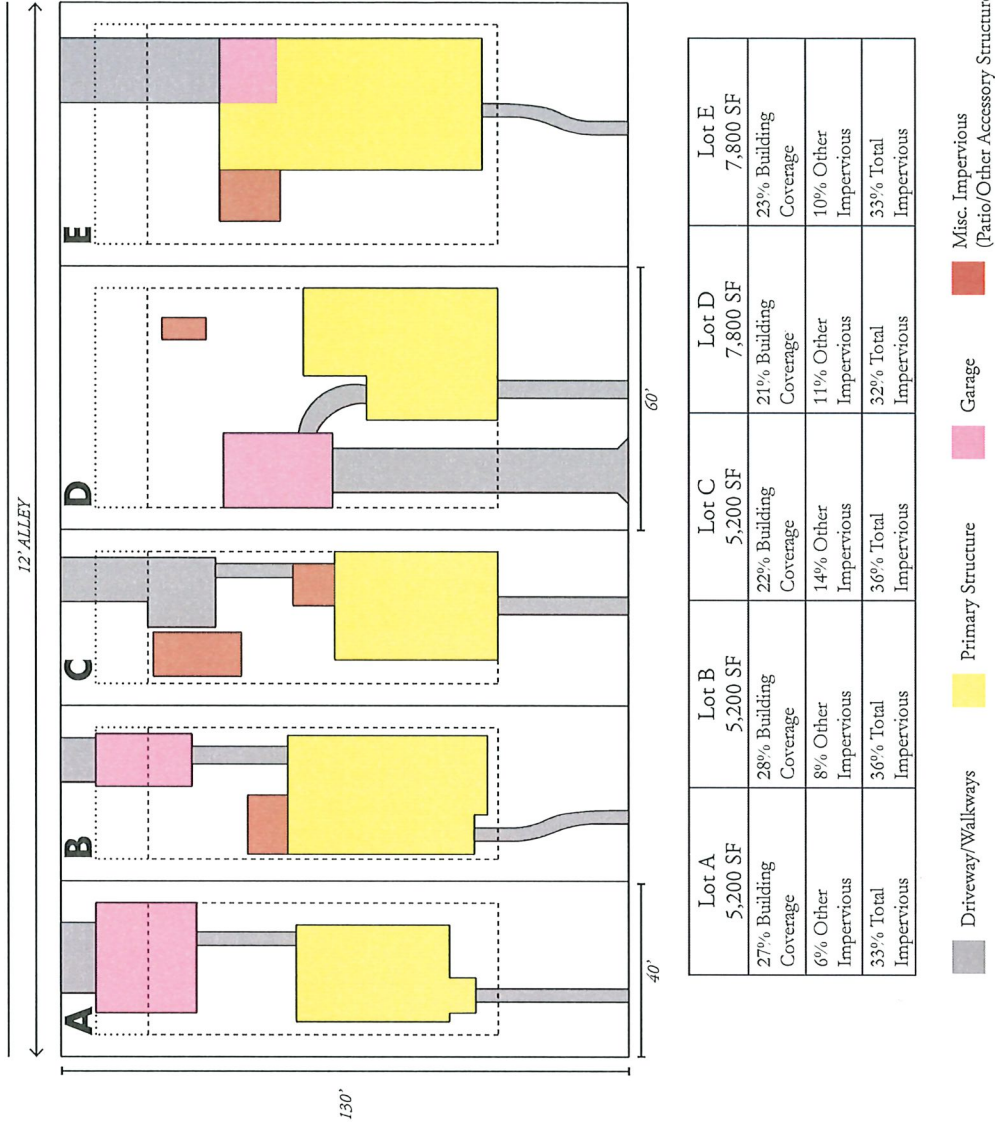




**LOT DIAGRAM ANALYSIS 05.04.2023**  
**RESPONSE TO DISCUSSION 1.30.2023**

**Observations**

- » Legally Non-conforming lot sizes/width; consider adjustments
- » Building Coverages are generally 20 - 30%
- » All Impervious Surface Coverage combined generally exceed 30%
- » Impervious constrains off-street parking solutions, patio expansions, etc., on many lots




# Questions?



**LAUDERDALE COUNCIL  
ACTION FORM**

<b>Action Requested</b>	
Consent	_____
Public Hearing	_____
Discussion	_____X_____
Action	_____X_____
Resolution	_____X_____
Work Session	_____

Meeting Date	May 9, 2023
ITEM NUMBER	ARPA Funds Transfer
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

The Communications Fund 226 is funded by cable franchise fees paid by Comcast. The fund covers 5% of the assistant city administrator salary and 5% of the deputy clerk salary; programming costs to NineNorth; and the City’s annual contribution to the North Suburban Cable Commission. With cable subscriber numbers dwindling, increasing staff salaries, and increased programming costs since COVID, the fund is being depleted.

The Council has two options to address the situation. The first is to move some staffing costs from the fund to the general fund. The costs are then covered by the levy. The second option is to transfer funds from the American Rescue Plan Act (ARPA) fund.

Much like recycling, the cable TV world is in flux and no one knows what the long-term outcome is for franchise fees and cable commissions. Staff recommends making a transfer from the ARPA fund. It is a unique opportunity to prop up the fund for the next 5-10 years and not shift costs to taxpayers. If the Council adopts this resolution, the transfer would be made in 2023.

**OPTIONS:**

**STAFF RECOMMENDATION:**

Motion to adopt Resolution 050923A—A Resolution Transferring a Portion of the Coronavirus Local Fiscal Recovery Funds Established under the American Rescue Plan Act.

**RESOLUTION 050923A**

**CITY OF LAUDERDALE  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**A RESOLUTION TRANSFERRING A PORTION OF THE  
CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS  
ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

**WHEREAS**, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country.

**WHEREAS**, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

**WHEREAS**, The City of Lauderdale (“City”) was allocated \$275,500.52 in ARPA funds.

**WHEREAS**, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds and the City elected Revenue Replacement which allows the City to spend funds on general government operations.

**WHEREAS**, due to the need for virtual city council meetings during the pandemic and continuing virtual public participation after the emergency declaration ended, the City’s Communication Fund 226 has paid expenses for programming that exceeded what the City spent prior to the coronavirus pandemic and have exceeded annual franchise fee revenue.

**WHEREAS**, the Communications Fund has a negative balance and requires a funds transfer.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the city of Lauderdale, Minnesota, that staff are directed to transfer \$50,000 from the American Rescue Plan Act Fund 228 to the Communications Fund 226 for fiscal year 2023.

ADOPTED this 9<sup>th</sup> day of May, 2023 by the Lauderdale City Council.

\_\_\_\_\_  
Mary Gaasch, Mayor

ATTEST:

\_\_\_\_\_  
Heather Butkowski, City Administrator