

**THE REGULAR MEETING OF THE PLANNING COMMISSION BOARD HELD ON MAY 17, 2010,
AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS**

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The meeting was called to order at 7:00 P.M., by Dave Thompson. Members present were Lee Steinbrecher, Ken Haskamp, Jack Edmonds, and Ben Hanson. Township Representatives, Tom Rush (Baldwin Twsp.) and Jim Kusler (Princeton Twsp.) Staff present were Mike Nielson, WSB City Engineer, Jay Blake and Mary Lou DeWitt.

APPROVAL OF MINUTES OF THE REGULAR MEETING ON MARCH 15, 2010

STEINBRECHER MOVED, SECOND BY EDMONDS TO APPROVE THE MINUTES OF THE REGULAR MEETING ON MARCH 15, 2010. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Ken Haskamp arrived at 7:02 P.M.

PUBLIC HEARING: None

OLD BUSINESS:

A. General Provisions & Performance Standards Ordinance

This item was presented after the two Site Plan reviews for the convenience of those present for the site plans.

Tina Goodroad, Bonestroo, was present to respond to the draft updates of the General Provisions and Performance Standards as well as items on other zoning issues she has been working on to update the City of Princeton's Ordinances. In the General Standards section, updates have been made to the nonconforming use structure section in order to bring the ordinance into compliance with changes to the State Statute. Previously when a nonconforming structure was damaged over 50% it could not be replaced. Changes in the statute allow for these structures to be rebuilt if a building permit is applied for within one hundred eighty days.

Language was added to the fence section to clarify acceptable fence materials. There was added language for the location of fences just up to, but not on the property line unless agreed upon by both owners, rather than the one foot provision. A survey will be required to ensure the property lines of both parcels. If an owner chooses not to provide a survey than the fence is required two feet off the line so that adequate room is available for mowing and maintenance.

There was language added to the Home Occupation section regarding deliveries and parking to ensure the type of delivery trucks and level of parking associated with a home occupation is in line with the residential character of the area.

In the landscaping section, the current standards are fairly consistent with other communities.
Planning Commission Board
May 17, 2010
Page 2 of 6

The standard of a tree or shrub per square foot of building area does not always work well in every circumstance and is not a guarantee for a quality landscape plan. Another option presented, that allows for greater flexibility to design landscaping to the site, is requiring a minimum percentage of the total site area to be landscaped based on the zoning district. A percentage is provided for a total site area and within the parking and drive areas. The percentage approach will not apply to the downtown district, but to all the other commercial and industrial districts and multiple family. The percentage approach ensures a base minimum area for landscaping, but allows for creativity to design the landscaping to the site. Also added to this section are requirements for landscaping along 50% of the building perimeter. This requirement adds a lot of aesthetic value and softens a building facade.

Updates have been made to the Planned Unit Development Ordinance to reflect a wider range of uses, including mix use, as a PUD. This ordinance modifies the PUD as an overlay district thus relying on the underlying zoning district for uses that also can be expanded.

There have been questions on a Conditional Use Permit and Interim Use Permit. The CUP is considered permanent even though the ownership changes on the property. This type of permit stays with the property. An Interim Use Permit is good tool to use for short term. This type of permit can expire on a date or event.

Goodroad was asked to explain the fencing revisions with concerns if the property owner chooses not to provide a survey then the fence is required two feet off the property line. Goodroad said the idea is if the owner has a survey then they could be close to the property line, but not on the property line if the adjoining property owner does not agree to the fence being on the property line.

Hanson said that a signed agreement or survey would be best for the placement of the fence on the property line.

Goodroad said she will add to the language that there needs to be a certificate of survey or the property pins found to be able to place the fence on the property line or if they have a signed agreement from the adjoining property owner. She will review this section and bring it back to the Planning Commission Board for the June 21, 2010, meeting.

The next item Goodroad spoke of is in the Performance Standards section where language was added under noise in reference to the MN Pollution Control Agency. The MPCA will come out and check this for the city if there is an issue. Under the Home Occupation section language added in deliveries and parking to ensure the type of delivery trucks and level of parking associated with a home occupation is in line with the residential character of the area.

Thompson mentioned that there are group homes or adult homes in residential districts that can have quite a few vehicles at the property from the employees.

Goodroad will add the number of vehicles to the language. Also parking off impervious surfaces will be addressed. Goodroad spoke on the landscaping section and the language was added through a percentage for the total site area and this she found works so well. It is a different way of doing the landscaping then having a number of trees.

Blake brought up native grasses and Goodroad said she will review those.

Hanson would like to see more language in the single family landscaping section.

Goodroad will look into that. Goodroad went on to discuss the updates to the Planned Unit Development section. It reflects a wider range of uses, including mix uses. This ordinance widens the range of uses.

Hanson questioned if the size of the acres is to large of an area.

Goodroad said it could be less. She will look into this more and bring it back to the Planning Commission Board. Goodroad spoke on the Conditional Use Permit and the Interim Use Permit and recommends these be viewed as two distinctive separate items. The Interim Use Permit would be for a short time and the Conditional Use Permit would stay with the land.

Steinbrecher suggested that the Interim Use Permit be used in the residential areas so it is temporary, especially when it is with business use.

Blake said he will put together a list with Goodroad for the next Planning Commission meeting regarding the Interim Use Permit and Conditional Use Permit.

NEW BUSINESS:

A. Site Plan for United States Distilled Products – Revised Plan

United States Distilled Products had their Site Plan approved at the August 17, 2009, Planning Commission meeting. Since then they have hired a new contractor and will be using concrete tip-up panels. Blake said the building foot print, drainage, and site issues all remain the same.

EDMONDS MOVED, SECOND BY HASKAMP TO APPROVE THE REVISED SITE PLAN FOR UNITED STATES DISTILLED PRODUCTS. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

B. Site Plan for Inline Packaging Addition

Mike Nielson, WSB City Engineer, was present and updated the Planning Commission Board on the Site Plan for Inline Packaging addition. Nielson said because there is no treatment for the stormwater runoff, the issue is on the west side of the lot. The water would move to the south side of the site on 14th Street. The Developer has agreed to make the water flow to the pond area and not to the street. Another issue is the loading docks by 18th Avenue, and they are proposing a gravel infiltration and concerns are with the ground water and infiltration, and not having the ground water contaminated. A soil test will be done by a consulting firm. The ordinance requires a skimmer from the floatables from the water running off. The Industrial Park master pond that is there will be increased in size in the near future and that would help the storm water issues here.

Nielson wrote a memo dated May 13, 2010, that was in the Planning Commission Boards packets and the memo gave an overall of the project:
Inline Packaging has prepared site and stormwater plans for a proposed addition to their property in the Princeton Industrial Park.

The site plan, as proposed, meets the City zoning requirements. The Fire Department has reviewed the plans and is requiring that the Fire Department connection be moved from the south side, or from the back of the building, to the front of the building.

The stormwater plan currently does not meet the requirements of the Princeton Stormwater Management Plan. Additional information must be provided to complete a thorough review. Some of the issues relating to stormwater volume control and treatment could be handled as part of the proposed Industrial Park Stormwater Study. Additional pond volume could be incorporated into the overall industrial park improvement project.

Nielson's recommendation would be for Inline Packaging to review the stormwater review memo and determine if they prefer to modify their onsite storage and treatment systems or participate in the improvements for the Industrial Park Regional Stormwater Improvements.

Blake commented that there was a Developer's meeting in May, 2010, on this Site Plan. All setbacks have been met.

Steinbrecher asked how much area that City pond would take care of.

Nielson said probably half of the Industrial Park. It could possibility handle a five year storm, but not the 100 year storm requirements. The pond would need to be graded in.

Steinbrecher said what if they give contributions to this pond being increased instead of putting a pond on Inline Packaging site.

Nielson said that they have spoken to Ron Weyer, R.W. Builders, and Weyer spoke to the owner of Inline Packaging, but does not know what they have decided. Weyer does know they do not want to exceed the cost.

Steinbrecher commented that it would be best not to use potential building property on a pond.

Weyer was present and said he will be meeting with the owner tomorrow and will talk about this.

Thompson asked Weyer what the ground water elevation is.

Weyer said they have not done a boring there yet. They have added about 500 feet for infiltration and do have options for more water. Nielson and Weyer will talk more on this and come to an agreement.

Nielson said they will provide the percolation test and Weyer agreed that he will have WSB Engineering do the testing.

Nielson said he is concerned with the loading dock area where the water would not go directly into the ground water. Nielson recommends approval of the Site Plan with the condition that the storm water issues are met to the city requirements.

STEINBRECHER MOVED, SECOND BY HANSON TO APPROVE THE SITE PLAN FOR INLINE PACKAGING ADDITION WITH THE CONDITION THAT THE GROUND WATER ISSUED IS SOLVED WITH THE CITY ENGINEERS APPROVAL. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

COMMUNICATION AND REPORTS:

A. Verbal Report

Blake said that Glenn Metalcraft will be building their addition. The Site Plan was reviewed on October 19, 2009. Family Pathways has opened in the old Coborns building. Craig Wellman is coming in with paving plans for his auto sales lot located at 601 Rum River Drive South. The

Conditional Use Permit was approved at the April 6, 2009, Planning Commission meeting. Upon approval they had 12 months to have the lot paved. Wellman has decided to reduce the size of the lot. The EDA Board will be holding a public hearing on May 20, 2010, to transfer the land at 316 10th Avenue North, to Habitat for Humanity. The City has acquired Arcadian Homes through the NSP Funds. The EDA Board plans to have those buildings torn down. The City was trying to get an exemption on a sales tax for waste water treatment plant and that did not pass through the State. There is \$100,000 of State funds that could be used for the Biomass Project that Sylva Corp. has spoken of to the EDA Board and the City is trying to get.

B. City Council Minutes for April, 2010

The Planning Commission Board had no comments.

STEINBRECHER MOVED, SECOND BY HANSON TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:17 P.M.

ATTEST:

Dave Thompson, Chairperson

Mary Lou DeWitt, Comm. Dev. Assistant