THE REGULAR MEETING OF THE PRINCETON PLANNING COMMISSION BOARD HELD ON AUGUST 18, 2008, AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS

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(Comprehensive Plan Review began at 6:00 P.M.)

Comprehensive Plan Review:

Blake commented that this is just a review of the Comprehensive Plan that the Planning Commission has been reviewing the past months. Blake said he did speak to a few of the Princeton Township Board members between 5:00 – 6:00 P.M., today regarding the Comprehensive Plan and will be meeting with Princeton Township on August 26, 2008. Blake said he met with Baldwin Township on August 14, 2008, regarding the Comprehensive Plan and believes the meeting went well. They had asked some good questions and he was able to correct a few misconceptions. One of the changes on this revised plan is the growth areas have been constricted and that seems favorable in the townships opinion. Blake said he will be putting the draft of the Land Use Plan on the City website.

Blake handed out to the Planning Commission Board a memorandum that provides an overview of the City of Princeton's relative position as a location for various types of real estate and/or economic development. The overview does not constitute a full analysis of market opportunities, but provides general findings for the purpose of identifying appropriate economic development objectives in the City's planning endeavors. They anticipate if we have what the City has currently been showing for a growth rate, then by 2015 we will reach in the 5,000 population. Princeton contains a smaller population, with a lower median income level and with labor force indicators suited for production-related occupations. These give Princeton a lower potential for retail businesses, but may provide advantages for manufacturers seeking access to labor. At this time the City does not contain major assets such as secondary educational institutions, unique infrastructure, proximity to resources that can provide specific advantages for any particular industry.

Blake had separate meetings with Roger Winkelman, Bobby Soule Jr., Jane Odgers, Dylan Howard, and Mike Williams regarding development of the west side of the City. All parties were supportive. Blake has not spoken with Tim Strong concerning his property and the proposed zoning change for that site. Blake would like to reclassify a portion of it to commercial/business park which would reduce the amount of housing in that area.

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

APPROVAL OF MINUTES OF REGULAR MEETING ON JULY 21, 2008

STEINBRECHER MOVED, SECOND BY HANSON TO APPROVE THE MINUTES OF THE REGULAR MEETING ON JULY 21, 2008. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING:

A. #08-06 Interim Use Permit at 302 4th Avenue South & Sign Review

Danielle Carbert, applicant, is requesting an Interim Use Permit to allow a home occupation for a Portrait Studio in her home at 302 4th Avenue South. The applicant plans to use the front room of her home that has been converted in to a studio. The applicant is also requesting a sign review by the Planning Commission for a 4' x 4' sign.

Carbert's plans are to conduct a photography business for families, children, high school seniors, pets, etc. The proposed hours of operation are by appointment only and will have one client at a time. Planned business hours are 8:00 A.M till 9:00 P.M., Monday thru Sunday. Staff sent out public hearing notices to property owners 350 feet from this site and there has been no negative feedback. Carbert's went around the neighborhood and had gotten signatures from neighbors stating they approve of the business use at her home.

This property is located in an R-2 Residential Zoning District. Home occupation in R-2 requires an Interim Use Permit. Staff believes that the most likely concern with this type of request should be the traffic and parking considerations. The Planning Commission should consider whether or not this home occupation generates excess traffic or parking issues in a residential area. The applicant has provided the following information:

1. The applicant has no employees so the only traffic or parking created by this Portrait Studio would be from clients.
2. Appointments would be scheduled one at a time with no overlapping.
3. The applicant has a two car garage and will have their own vehicles parked inside whereas the client then can park their vehicle in the driveway. Off street parking should not be an issue.

Steinbrecher questioned the sign placement.

Blake said the sign can not be placed in the right-of-way and that would be 41 feet from center of the road.

Carbert was asked if there is a sidewalk there and she said no.

Edmonds asked if she would consider a smaller size sign.

Carbert said the sign is already made. She just finished school for photography and would like to start her business.

Edmonds does not believe parking would be an issue.

Haskmap asked how much space the photography studio would take in her home.

Carbert said the size of the studio is 12' x 24'.

Blake said the studio meets the ordinance for size restriction for a home business.

EDMONDS MOVED, SECOND BY HANSON TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

STEINBRECHER MOVED, SECOND BY EDMONDS TO APPROVE ITEM #08-06 INTERIM USE PERMIT FOR A PORTRAIT STUDIO HOME BUSINESS AT 302 FOURTH AVENUE SOUTH WITH THE STIPULATION THAT IF THIS PROPERTY IS SOLD THE INTERIM USE PERMIT IS NULL AND VOID. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Home Occupation Sign Motion:
STEINBRECHER MOVED, SECOND BY HANSON TO APPROVE THE 4' x 4' SIGN AT 302 FOURTH AVENUE SOUTH FOR A HOME BUSINESS WITH THE STIPULATION THE SIGN IS PLACED NO CLOSER THAN 41 FEET FROM THE CENTER OF THE ROAD AND THE APPROVAL IS GRANTED BECAUSE THE UNIQUE SITUATION THAT THIS HOME BUSINESS IS LOCATED ONE BLOCK FROM THE DOWNTOWN BUSINESS DISTRICT AND THE LOCATION OF THE SITE IS ON A CORNER LOT. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:
1. Are there characteristics of the proposed use that may violate the health, safety or general welfare of Princeton residents? No.
2. Does the proposed use present any unique concerns regarding erosion, runoff, water pollution or sedimentation? No.
3. Could the proposed use create any special problems with parking? No.
4. Would the proposed use cause any problems with access or traffic generation? No.
5. Is the proposed use incompatible with other uses located in the zoning district? No.

B. #08-07 Conditional Use Permit for an addition at Princeton Hockey Arena
The Princeton Area Youth Hockey Association is requesting a Conditional Use Permit to build a second ice rink as an addition to their existing rink along with additional parking and a new outdoor rink, at their current site at 511 Ice Arena Drive. The building will be used primarily for ice time for the association, but the association is talking with the Community Education Department to see if other activities could be housed at this location. Mark Park adjoins the hockey arena and the proposed idea is to make a community recreational facility.

The two existing outdoor rinks and existing warming house will be demolished to make way for the proposed building addition and required parking. A new concrete slab will form the base of the outdoor rink so that it can be used in the summer for skateboarding and other activities. The parking lot will be expanded to accommodate a total of 300 parking stalls instead of the current 150 stalls.

Dan Schroeder, Princeton Hockey Association President and Dennis Batty, Architect, were present to answer questions the Planning Commission Board may have.

Blake suggested a second exit be established through Mark Park to prevent excessive traffic congestion at the intersection of Old Highway #18. At a Developer's Meeting regarding this addition, Chris Wilke, Princeton Fire & Rescue Department Investigator, supported a second road. The current emergency access road crosses the easterly boundary of the site on to property owned by the City of Princeton. The City and the Hockey Association would have to have an easement agreement drawn up. The road that currently enters/exits the arena is being determined if that has a 30 or 40 foot easement.

Mike Nielson, W.S.B. City Engineer, said a small drainage swale should be constructed to direct drainage to the southwest corner of the property. Nielson suggested that the pond be moved to the southwest corner of the property and this also could be used as a secondary soccer field. The watermain needs to be extended from Meadowview Estates. There will have to be an easement from the Hockey Assoc. and the City for installing the water line. If the current sewer line is a four inch line then the Hockey Assoc. would have to replace that with a six inch line at their expense. The isle width between the parking stalls should be enough to turn around a fire truck.

Blake said the Hockey Arena's signage, easements, and secondary road will be worked on between the City and Hockey Assoc.

Nielson said per Princeton Public Utilities, the Utilities will pay the expense to extend the watermain.

Robert Lind, 601 County Road #18 South, was present and told Steinbrecher before the meeting began that he was concerned a proposed road would go through his property.

Blake said he would like to recommend the secondary road go through the Splash Park where a couple pieces of equipment would have to be moved. It would take creativity to do this, but could work well for a second access.

Steinbrecher asked if a second exit would have to be completed in the plans of where the road would be placed before granting the Conditional Use Permit.

Blake said it would be okay to grant the Conditional Use Permit if there is an agreement that before the construction is finished that the second road placement is completed. It would be up to the Hockey Assoc. to place the road and that may mean they may have additional cost to may be buy some extra land for this road.

Hanson asked if the entrance would be the same from County Road #18, like one lane that is currently there.

Blake commented that Tucs Manufacturing is looking at enlarging their plant and maybe they would work with the Hockey Assoc. on making a better entrance. The other side of the Westling building is up for sale and Hockey Assoc. could work with the buyer, whoever that may be, to make a road.

Dan Schroeder said he understands that a second exit is needed, but where it should go, he is not sure.

Haskamp said he could see where a second exit were needed if there were an accident and the road was blocked. Tucs Manufacturing will be doing shifts at their business so it will get busier there with traffic.

Blake said there options with Tucs, residential lots available that are for sale, or Mark Park.

Edmonds said an emergency exit would be good. His opinion would be having one exit for access and another to exit.

Schroeder said if it were designed like that then that would have to be the Mark Park area.

Blake said residential lots would work, but the City could not do it for expense reasons and it would be a cost to the Hockey Assoc.

STEINBRECHER MOVED, SECOND BY EDMONDS TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Steinbrecher said he likes the idea the Hockey Assoc. is presenting, but is concerned with the road issue. The Park Board would not be pleased with a road going through the Mark Park.

Haskamp said Tom Mismash, Public Works Director, is concerned about traffic going in and out around the play area.

Blake said he likes the connection with Mark Park and the Hockey Association. There will be soccer and baseball fields that would work well together. He understands the Park Board

would not like it.

Hanson questioned if a road could be placed on the south end of the existing baseball field and Blake said there would have to be a house removed for that.

Steinbrecher said that if the Park Board does not like the idea of having a road through Mark Park, then the Hockey Assoc. would have to come up with another idea for a road and the expense to buy the land.

Nielson suggested that if an emergency exit is the concern, a 12 foot bicycle path could be created that a vehicle could use for a temporary situation. Then for a long term goal the Hockey Assoc. could look at buying property in the future.

Blake said he would bring the bike path idea to the Park Board as an emergency route.

<u>February 21, 2008, Memo by City Engineer, Mike Nielson, W.S.B., on Site Plan Review for Princeton Hockey Association: Recommendations regarding the site plan.</u>
1. Curb & Gutter should be required as a minimum around the building area.
2. The proposed future parking area to the south of the new building will drain onto the adjacent property. To avoid this, a swale or storm sewer should be constructed to direct the water to the southwest corner of the property.
3. The location of the storm water pond will limit any future use of the property adjacent to the future outdoor rink. Consideration should be given to moving the pond to the extreme southwest corner of the property.
4. This pond is designed as a dry infiltration pond. Calculation must be provided for the 10 year and 100 year storms to insure adequate flood control for adjacent properties.
5. Details regarding the vegetation to be established in the pond should be provided.
6. More detail for the SWWP should be provided including location of the silt fence and other Best Management Practices.
This project will require the completion of a watermain loop to provide adequate fire flow protection. WSB will be working with the PUC to complete a plan set and contract for this work.

STEINBRECHER MOVED, SECOND BY HANSON TO APPROVE ITEM #08-07 CONDITIONAL USE PERMIT TO BUILD A SECOND ICE RINK AS AN ADDITION TO THE EXISTING RINK, ALONG WITH ADDITIONAL PARKING AND A NEW OUTDOOR RINK IN AN R-3 RESIDENTIAL ZONING DISTRICT. APPROVAL IS WITH THE UNDERSTANDING THAT THERE BE A EMERGENCY SECOND EXIT FROM THE PROPERTY ESTABLISHED BEFORE OCCUPANCY AND THAT CITY ENGINEER'S RECOMMENDATIONS IN HIS FEBRUARY 21, 2008, MEMO BE FOLLOWED. THE LANDSCAPING CAN BE WORKED ON BETWEEN THE CITY STAFF AND HOCKEY ASSOCIATION. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Blake asked Steinbrecher if in the motion regarding the second exit if that means a temporary exit.

Steinbrecher said yes, just temporary for emergency use.

The Planning Commission Board reviewed the Findings of Fact:
1. Are there characteristics of the proposed use that may violate the health, safety or general welfare of Princeton residents? No.
2. Does the proposed use present any unique concerns regarding erosion, runoff, water pollution or sedimentation? No.
3. Could the proposed use create any special problems with parking? No. Parking was addressed.
4. Would the proposed use cause any problems with access or traffic generation? No. This was addressed for emergency vehicles.
5. Is the proposed use incompatible with other uses located in the zoning district? No.

OLD BUSINESS: None

NEW BUSINESS:

A. Site Plan Review for Addition at Princeton Hockey Arena

Blake said this is a continuation from the Conditional Use Permit. The landscaping requirements will be worked on between the City Staff and the Hockey Assoc. because of the unique situation of this being in an R-3 Residential Zoning District where the landscaping requirements do not pertain to this type of facility.

EDMONDS MOVED, SECOND BY STEINBRECHER TO APPROVE THE SITE PLAN REVIEW FOR THE ADDITION AT THE PRINCETON HOCKEY AREA WITH THE SAME STIPULATIONS THAT ARE IN THE CONDITIONAL USE MOTION.

B. Off Site Advertising Sign – Discussion

Blake said the Hockey Assoc. is considering selling their large sign that is on the west side of their property and Highway #169. The party they are hoping who would purchase it is the Mille Lacs Casino. If this were to happen, the Hockey Assoc. would like a combination off-site/on-site advertising sign where the Hockey Arena is on it and Mille Lacs Casino. Blake views this type of signage as a sponsorship sign. Blake had sent revised language to the City Attorney to review. Off site advertising signs are a concern for the City. Blake understands this could help the Hockey Assoc. and will work with the City Attorney for workable language on the signage ordinance.

Steinbrecher asked if the signs at Mark Park baseball field are off-site.

Blake said yes. These have not been regulated by the City. Blake said we can regulate size and location, but not content. The sign can not be electronic. This sign would not meet setbacks from the residential district that it is in. This sign can not be more than 50 square feet and that is how the City is currently controlling signage. Blake said the City Attorney said it may be easier to negotiate a sign that is within our City Ordinance and making that work rather then changing the ordinance.

Schroeder commented that Treasure Island gave the Red Wing Hockey Arena a large amount of money for signage and are hoping to have some kind of sponsorship for this arena. Schroeder does not know what the signage would look like at this time.

Blake said by having just naming rights on the sign, the City would have more flexibility. The casino would have to show what they are looking at for the signage and then we can review it. Blake is going to look at Red Wings Hockey Arena signage on the website and see what their sign looks like. Blake will bring this back to September 15, 2008, meeting.

COMMUNICATION AND REPORTS:

A. City Council Minutes for July, 2008

The Planning Commission Board had no comments.

B. Verbal Report

Blake informed the Planning Commission Board that there is more activity in the industrial area, but not in the residential. A little bit in commercial. There is a company that is considering moving their business here. Two people are interested in the other part of the Westling building. Niether of them has approached the EDA for help. Wendorff's will be on the City Council agenda for the Jobz Program. September 15, 2008, we will have the open house for the Comprehensive Plan.

HANSON MOVED, SECOND BY STEINBRECHER TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:07 P.M.

ATTEST:

Ken Haskamp, Co-Chairperson

Mary Lou DeWitt, Comm. Dev. Assistant