

**THE REGULAR MEETING OF THE PRINCETON PLANNING COMMISSION BOARD HELD  
ON SEPTEMBER 17, 2007, 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 Jack Edmonds, Lee Steinbrecher, and Ben Hanson. Staff present were Jay Blake and Mary Lou DeWitt.

Absent was Ken Haskamp.

**APPROVAL OF MINUTES OF THE REGULAR MEETING ON AUGUST 20, 2007**

EDMONDS MOVED, SECOND BY STEINBRECHER TO APPROVE THE MINUTES OF AUGUST 20, 2007. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

**PUBLIC HEARING:**

**A. #07-12 Conditional Use Permit revised at 503 Rum River Drive North**

DeWitt informed the Planning Commission Board that Pat Fitzpatrick, applicant, would like to amend the Conditional Use Permit at 503 Rum River Drive North, to allow additional spaces for vehicles. The previous owner, Jeff Wiedewitsch, received a Conditional Use Permit on May 21, 2001, to allow the sale of vehicles from this property. This Resolution is for Lots 11 & 12, Block 34, Original Townsite. There are a few conditions with the permit regarding hours of business, no vehicles in need of service parked outside the building, and limit of ten vehicles inside the building. No limits were placed on the number of vehicles on the site, except that they are needed to be on an improved surface.

In 2003, Mr. Wiedewitsch received an amendment to the original C.U.P. that allowed the site to expand with a modification to the hours of operation.

Pat Fitzpatrick purchased the business from Mr. Wiedewitsch a few years back. Mr. Fitzpatrick received approval for a Lot Split at this location July, 2007.

Lot Split: Lot 1-3 and 11 and 12, Block 34, Original Townsite (This area is zoned B-2 General Business).

Mr. Fitzpatrick is requesting to add additional auto sales space to the property site #24-040-1150 where currently, the capacity is 35 vehicles. There would be an additional 13 spaces to the west side of his building and five spaces to the east of the building. The area with the 13 spaces would remain grass and the other area is paved.

**Chapter VI – Performance Standards, Section 5 -** Off-street parking areas shall be improved with a durable surface and afford adequate drainage. Staff does not believe that grass meets the intended definition of an improved surface.

The City is working with the property south of the subject property at 411 Rum River Drive North, regarding drainage and flooding problems. Part of the problem is created with the high impervious coverage from this and other sites in the area. If additional pavement were done at the Auto Sales Business, drainage would have to be addressed.

Pat Fitzpatrick, applicant was present and told the Planning Commission Board that he would like to have 15 extra cars added to the back lot, not 13 like he had stated on the Conditional Use Application. Fitzpatrick stated he had no intention of paving the grass area and was upset that he was not told of this ordinance before taking out the application. He mentioned there are a few other car dealers that have their vehicles parked on grass so he does not understand why he would not be allowed the same benefit. Fitzpatrick also said he would like to change his hours to 9 A.M. to 7 P.M., Monday thru Saturday. The other area of the lot in front that he would like to add an additional five vehicles is paved.

Blake apologized and said that he did not know of the paving condition in the ordinance until looking further into it. He is aware of other dealerships that are parking vehicles for sale on grass and will have to look into that.

Edmonds asked if gravel could be used instead of paving the area.

Blake said that would have to go to the City Engineer to decide if that would be efficient.

Hanson suggested to Fitzpatrick that this could be tabled where he has time to see what the expense would be in paving the area and looking at drainage.

Nielson said the drainage would have to be looked at to see what could be done.

Blake mentioned the number of vehicles could be increased to five additional and the hours extended for this resolution.

Thompson asked Fitzpatrick if this is okay with him or does he want it tabled.

Fitzpatrick said extending the hours from Monday thru Saturday to 9 A.M. – 7 P.M. and having five additional autos for sale on the resolution will be okay.

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

Steinbrecher was okay with the five extra spaces and the additional hours. If the other area were paved then drainage would have to be reviewed.

Blake said it would be a neighborhood problem with drainage. There is no request for additional drainage study.

Steinbrecher asked Mike Nielson, City Engineer, if Fitzpatrick requested the study would he be responsible to pay the engineering fees.

Nielson said yes, unless the City were to request the study.

Fitzpatrick commented that there was curbing added to the neighbors property this morning.

Nielson said that is a temporary fix and have to be evaluated.

STEINBRECHER MOVED, SECOND BY HANSON TO APPROVE ITEM #07-12  
CONDITIONAL USE PERMIT TO BE REVISED AT 503 RUM RIVER DRIVE NORTH TO  
ADD AN ADDITIONAL FIVE SPACES FOR VEHICLE SALES AND EXTEND THE  
HOURS TO MONDAY THRU SATURDAY, 9:00 A.M. TO 7:00 P.M..

Lawrence commented that City Council should look at changing the ordinance to not pave all areas. Grass is a good catch basin and could be better for the treatment plant.

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. not as approved by Commission as the five new spots are already in a paved area.
3. Could the proposed use create any special problems with parking? No, not as approved with five spaces added.
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. #07-13 Rezoning from C-1 to MN-1 PID #24-032-2500**

Blake informed the Planning Commission Board to consider a two part request for reclassification of property on the 2004 City's Official Land Use Map and then for a rezoning of that same tract from Conservation (C-1) to Industrial f(MN-1) to allow the creation of an industrial building site. The subject property is located north of the existing Industrial Park along 19<sup>th</sup> Avenue South and north of Sylva Manufacturing.

The 1992 Princeton Comprehensive Plan guided the area north of the Industrial park as conservation and classification was continued in the 2004 update. It was presumed, at that time, that the area was MNDNR protected wetlands and that no development of the sites could or would likely occur. The property owner, working with the Mille Lacs County SWCD, has determined that the southern two wetlands were excavated as part of the construction of the Trunk Highway #169 bypass of the City and that the wetlands are not protected by the MNDNR or the more recent Wetland Conservation Act (WCA). WCA allows for filling of manmade wetlands when an exemption is granted. In this case the Mille Lacs County SWCD has agreed to the exemption.

The current owners have a purchase agreement pending for the sale of the land to the adjacent industrial use (Slyva Manufacturing) and they want to expand operations onto this site.

The Comprehensive Plan currently guides the site for open space and the Zoning Ordinance is consistent with that classification, two request need to be considered which would result in two separate motions on the item. The first is requesting to amend the Land Use Map and the other is for Rezoning. If these were to pass, they then would be forwarded to the City Council.

Steinbrecher asked if this would infringe with the other wetlands in the area.

Blake said this land was sand and scraped to use for Highway #169 so it was a manmade wetland.

Steinbrecher asked if this area is currently holding water and is filled in, would it increase drainage for other properties in the area.

Thompson commented that the water there was struck when they dug.

Blake said the runoff will have to be addressed regarding the 17 acres when there is building on the site.

Nielson said the ground water will saturate the fill. Surface runoff will have to be treated before going to the D.N.R. outlet so some filtration will have to be addressed.

Blake asked Larry Doose, Sylva Manufacturing, intended buyer, if he is aware of the addition to the 21<sup>st</sup> Avenue South road.

Doose responded he is aware of it, but does not know of all the details.

Steinbrecher asked if this area should be zoned MN-1, what does Doose intend to do there.

Doose responded that his intention is to have his woodchip business there.

Blake advised Doose that MN-1 zoning would be best with a Conditional Use Permit.

Steinbrecher asked why we would not zone this area MN-2.

Blake said he does not want to zone this area MN-2 because with MN-2 Zoning, adult use is permitted.

Thompson commented that at Doose's other site where he had his woodchip manufacturing business, the equipment is getting closer to the road and that would have to be looked at in the future if he were to build on this site.

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

STEINBRECHER MOVED, SECOND BY EDMONDS TO CHANGE THE LAND USE PLAN FROM CONSERVATION TO INDUSTRIAL. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

HANSON MOVED, SECOND BY EDMONDS TO APPROVE REZONING FROM C-1 TO MN-1 AT PID #24-032-2500. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:

1. Is the zoning amendment consistent with the Princeton Land Use Plan? Yes, if approved changes the land use by City Council, this will be consistent with land use south of project area.
2. Have there been changes in the character of development in the vicinity? Yes, we have discovered that the property is not part of the D.N.R. protected wet lands.

**C. #07-14 Lot Split to Create Industrial Lot PID #24-032-2500**

Blake informed the Planning Commission Board that John & Sharolyn Westling, applicants, are requesting the split of one lot from an existing tract for Industrial Use. The proposal meets the definition of simple lot division in the City's Ordinances. The subject property is located north of the existing Industrial Park along 19<sup>th</sup> Avenue South and north of Sylva Manufacturing. Parcel A will be approximately 35 Acres and will remain for future potential development. The City has met with the owners and is working on a future alignment for a road connection between 21<sup>st</sup> Avenue South and 19<sup>th</sup> Avenue South through this tract. The exact alignment is to be determined. This tract has a DNR protected wetland on it that will be delineated as part of any future platting of this tract. Parcel B will be approximately 17.2 acres and is proposed to be sold for expansion and development by Sylva Manufacturing. This tract has the non-protected wetlands with the fill exemption from the Mille Lacs County SWCD. The location of the future road connection will not be negatively impacted by the proposed lot split.

As part of the Park Advisory Board review of the site, they will consider a dedication of a trail easement along the easterly portion of this site to satisfy the required park dedication for the site. The owners are aware of this and will be working with the Parks Advisory Board on the location and width of the trail easement. The proposed split meets the requirements of the Princeton Subdivision Ordinance. Staff recommends approval of the request.

Nielson said that the parcel survey is not clear if it is dedicated right-of-way or ingress/egress. Nielson was told that was not a recorded easement and he suggest that it be recorded.

Blake said that could be done. If the easement is not recorded then the airport does not have access.

Thompson asked if there is a drainage and utility easement on the south.

Nielson said yes to the south and also adjacent to this land which would stay in place.

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

STEINBRECHER MOVED, SECOND BY HANSON TO APPROVE ITEM #07-14 LOT SPLIT TO CREATE AN INDUSTRIAL LOT WITH THE ADDITION THAT 19<sup>TH</sup> AVENUE SOUTH AND 21<sup>ST</sup> AVENUE SOUTH ROAD EXTENTION MAYBE THROUGH THIS TRACT OF LAND AND PARK DEDICATION FEES COULD BE IN DEDICATION OF A TRAIL EASEMENT ON THE EASTERLY PORTION OF THIS SITE WITH THE PARK BOARD'S APPROVAL, AND RECORDING OF THE ROADWAY EASEMENT THAT ENTERS THE AIRPORT BE IN PLACE. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

**D. #07-10 P.U.D. for River Town Apartments – Postponed**

**E. #07-11 Preliminary Plat for River Town Apartments – Postponed**

**F. #07-11 Final Plat for River Town Apartments – Postponed**

**G. Amendment to the City's Zoning Ordinance Section V (10) B-3 Highway Commercial**

There was no one present from the audience to discuss the Amendment to the City's Zoning Ordinance so this item was reviewed after New Business items for representatives who were in attendance for those items.

Blake informed the Planning Commission Board to consider amending the B-3 Highway Business District regulations in the Princeton Zoning Ordinance.

In an effort to improve the quality of design for new construction in the Highway Business District, staff was directed by the Planning Commission to research standards used by other similar communities. Staff reviewed ordinances from four other cities in our area and two in the twin cities metropolitan area.

Discussion from the Planning Commission Board regarding recast concrete should be in the amendment. Blake suggested that wording could be done where the Planning Commission would have flexibility on what the building materials are. Language can be where they have to give information on what the approved materials are that they want to use and how durable that product is and looks.

Blake suggested this item could be tabled where he could make changes to the wording and the Planning Commission can review it again. The Public Hearing is left open.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Concept Plan at 608 Fifth Avenue North**

Blake informed the Planning Commission Board that Brad Schumacher is considering purchasing Lots 8 & 9, Block 41, Original Townsite. The property is zoned R-2 Residential. The Zoning Ordinance requires a minimum lot size of 12,500 for each single family residence. Each lot is only 9,801 square feet resulting in just over 19,600 square feet of lot area. Mr. Schumacher is asking for comments from the Planning Commission on a proposal to create four individual residences on the two platted lots.

A one story dwelling with basement, the ordinance requires 1,000 square feet for the minimum finished ground level on the main floor area. The proposed dwelling size for each is 1,232.

The Planning Commission Board should consider whether or not two dwellings on each lot that is under the minimum lot size for one dwelling is acceptable. Mr. Schumacher states he will have a 58 foot separation between the dwellings on each lot. There would be a ten foot side yard setback and a 30 plus foot for front yard. The proposal would be for rental units. Currently the site is bare land with brush that slopes down to the river behind. Mr. Schumacher believes that how these dwellings are designed should not require fill and will not disturb the natural area behind residences.

Staff concerns regarding this proposal is that this plan does not meet the requirements of the Zoning Ordinance for Single Family dwelling unit, two-family dwelling units or twin home density. Staff has noted this to Mr. Schumacher in our initial discussions.

A four unit townhouse could possibly be built based on the density allowed, however, each site would need to be platted and sold.

A significant drainage concern exists, in that the southerly lot drops off dramatically from west to east and a significant amount of fill would likely be required for any structure on that parcel.

While staff supports redevelopment and investment in our residential neighborhoods, there appear to be several concerns over the density of the proposed development as well as the topography of the site.

Schumacher was present and said that this would work best for this property to build a single family with a walk out. This would minimize the amount of fill needed. There would be no steps and no garage included.

Blake said the Zoning Ordinance requires a two car garage for a single family home.

Steinbrecher asked Schumacher if he is open to putting up townhomes.

Schumacher said for the cost involved he could not do townhomes. He sees a need for rental property.

Steinbrecher said the garage has to be there and the square footage on the size of the lot is also a concern. There are other options for this land such as townhomes.

Schumacher said reducing the size of the building could make a garage possible.

Steinbrecher said a garage is important where they could store items.

Thompson commented that this would set a precedence if the Planning Commission allowed this concept with a lot size under the minimum zoning ordinance requirements.

Nielson said there is a steep slope and erosion issues would be in play plus the DNR would have to permit it.

Blake told Schumacher that he knows the hurdles that the Planning Commission Board has presented. He can make changes to his plans and bring a new concept plan back to the Board to review. The City Engineer would also have to take a look at them.

Edmonds and Hanson agreed that the concept plan Schumacher presented would not work regarding the small lot size and no garage in the plans.

### **B. Belle Haven Sign Request**

Blake informed the Planning Commission Board that staff was contacted by Nordquist Sign Company regarding lighting of the monument sign that was approved by the Planning Commission on June 18, 2007, for Belle Haven. The initial application did not include any requirement on lighting. As such the underlying zoning restrictions apply. In the R-3 Zoning District, no internal lighting of signage is permitted.

Belle Haven has raised additional funds where they would now like to illuminate the sign. Staff noted that external lighting is allowed, however, Belle Haven is asking the Planning Commission Board if they would change the Zoning Ordinance Sign section to allow internal illumination.

### **Chapter VII – Signs, Section E. Residential and Business Monument Signs**

2. Only external illumination shall be permitted for residential entrance ground signs. Neon and internal illuminations are prohibited.

The Planning Commission Board should consider if having a monument sign illuminated in Residential Zoning would detract from the residential character of the neighborhood.

Steinbrecher asked if the ordinance were not changed, could this site be singled out using a Conditional Use Permit instead.

Blake said no the ordinance would have to be changed. The wording could be such that it would not be prominent in residential areas to allow these signs.

Brenda Hoffman, Rum River Health Care representative, was present and said that they have come up with some extra funds and they thought adding lighting to the monument sign would be good. The sign would be located by a sidewalk and maintenance concerns and safety concerns are the issue. The light projecting up on the sign with shoveling, tripping, and mowing is an issue. Upward illumination could be possible. This is a combination of business and residential area.

Hanson and Steinbrecher said the look with external lighting would be best.

Blake said if there was a Planned Unit Development to this development then maybe that could be used in the ordinance wording to allow internal lighting in residential areas.

Hoffman responded that this site does have a Planned Unit Development.

Blake said then the ordinance would have to be amended or the Planned Unit Development brought up at the next meeting. A public hearing would have to be set.

STEINBRECHER MOVED, SECOND BY EDMONDS TO DIRECT STAFF TO LOOK AT CHANGES IN THE PLANNED UNIT DEVELOPMENT AND A PUBLIC HEARING CAN BE SET FOR OCTOBER 15, 2007, MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

### **C. Site Plan Review for Anoco Metals**

Blake informed the Planning Commission Board that a concept plan for the Anoco Metals building in the Industrial Park. It would be the Anoco Metals building. The sale of the property closed today and the proposed building is 17,500 square feet. Anoco Metals will be moving their ten current employees here and hiring another ten employees. The setback is 50 feet. Parking will be on the east and west side of the building. There will be a three foot setback for the parking lot. The drainage will be a small holding pond. Anoco Metals would like to plant wild flowers around the pond. The present trees and pine trees will be replanted to the front of the building. The landscaping plans would need about 50 trees and Blake said him and Ron Weyer, R.W. Builders, will discuss that when looking at replanting the current trees. Blake is asking the Planning Commission Board if they are okay with that. The Planning Commission was.

Nielson spoke on the drainage plans and the plans are not all there. The north parking lot will drain to the pond and other area will go to the street. The rear of the building drainage is not on the plans and Nielson wants to know where that is going. He would like to see it go to the holding pond. The size of the facility does not require a detention pond. There are catch basins on the north side of the street. More detail on the drainage and review from the Fire Department will be needed.

Blake said the Fire Department has a 150 foot hose and they want access around the building.

Weyer said he could do that for the fire trucks and the building will have fire sprinkler.

Thompson suggested that instead of an impervious road, could be gravel and then another top coat where the expense is not so much and looks better.

HANSON MOVED, SECOND BY EDMONDS TO APPROVE THE SITE PLAN FOR ANOCO METALS WITH THE AGREEMENT THAT THE CITY ENGINEER OKAY THE DRAINAGE PLANS, THE FIRE DEPARTMENT IS OKAY WITH THE FIRE ACCESS, AND STAFF WORK WITH THE BUILDER ON THE LANDSCAPING PLANS. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

**COMMUNICATION AND REPORTS:**

**A. City Council Minutes for July, 2007**

The Planning Commission Board had no comments.

**B. Verbal Report**

Blake said that he has had a party that would like to have an apartment above his business. It would be in a general business zone. This persons concern is vandalism he has been having at his business and would like to live at his site. This is in the Commercial District.

Steinbrecher does not think it would be good practice to have living quarters above .

Hanson agrees, he should be asking the police to go by the property more or have an alarm system.

Blake will go back to the party and tell him that the Planning Commission is not wanting to change the ordinance, but the party still can make the request.

Thompson said that he has seen retail on the bottom and residents on top. This is different with a car dealer having residence on top.

Blake introduced Jake Huebsch, City Interim. He has a degree in Sports Management and will also have a Planning Commission degree.

Blake concluded that staff has been put in a position by residents that said they have spoken to Board Members who thought their idea was good and wanted staff to proceed with it. This put staff in a very difficult position because some of these ideas do not follow zoning ordinances and can not be done. Blake is asking the Board if they are approached to watch their response and guide the questions or ideas to City Hall.

STEINBRECHER MOVED, SECOND BY HANSON TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 9:36 P.M.

ATTEST:

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Dave Thompson, Chairperson

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Mary Lou DeWitt, Comm. Dev. Assistant