

**THE MEETING OF THE PLANNING COMMISSION BOARD HELD ON APRIL 18, 2011,  
AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS**

\*\*\*\*\*

The meeting was called to order at 7:00 P.M., by Dave Thompson. Members present were Jack Edmonds, Mitzi Mellott, and Randy Atwood (Baldwin Twsp. Rep.) Staff present were Mark Karnowski and Mary Lou DeWitt.

Absent were Ben Hanson and Dick Dobson.

**APPROVAL OF MINUTES OF THE REGULAR MEETING ON MARCH 21, 2011**

EDMONDS MOVED, SECOND BY MELLOTT TO APPROVE THE MINUTES OF MARCH 21, 2011.  
UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**PUBLIC HEARING:**

**A. #02-11 Conditional Use Permit at 607 6<sup>th</sup> Street North**

Robert Otto, applicant, is requesting that the Planning Commission approve a Conditional Use Permit allowing a 480 square foot addition to an existing accessory structure located at 607 6<sup>th</sup> Street North. Mr. Otto would like to build a 40' x 12' addition to the existing accessory structure. The size of the current accessory structure is 24' x 40'. Mr. Otto plans to remove the current siding and re-use it on the finished addition. He would like to put a steel roof on the new addition only. Previous City staff has allowed the installation of steel roofing in the past, but the City's ordinance still require only conventional, residential type siding and roofing. While staff may have made a mistake in the past, the City is not obligated to continue making the same mistake. Karnowski said that the City ordinance needs to be either enforced or amended. Bonestroo has been working on amending the City of Princeton Ordinance and the steel roofing could be amended in the ordinance. The newer steel product is more flat and baked on enamel.

Thompson said the newer product is a rolled seam. The corrugated is the gray type of steel that comes in large sheets.

Otto said he was going to use the steel roofing on the new addition that is a dropped roof line. Would it matter on the color of steel he used.

Thompson said matching the existing roof color would be preferable.

Otto said the new steel style would be the roof material, not corrugated.

Edmonds commented that the steel roofing material has been approved in the past so he does not like the idea of making an exception in this case.

Karnowski said if a city has violated an ordinance for some time that does not mean they have to continue the standard. If the city refused a permit because it did not follow the ordinance and then allowed the next party a permit for the same thing, then that would be a problem.

Edmonds said coming off existing roof line would matter more, but this will be a different roof line so it would work. Have the color match as close as possible.

EDMONDS MOVED, SECOND BY MELLOTT TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

Otto said he is willing to change the roofing material to asphalt if this is going to be a problem.

Thompson said he would rather the roofing material be asphalt.

Mrs. Otto commented that the reason they wanted the steel roofing material is that the snow would slide off easier.

Thompson said that they might need a catch guard on a steel roof to stop the snow from falling on someone also.

Karnowski said with this being an accessory building and not using the same roofing material for the addition may not be a big deal. What if in the future this addition would be for a house and they want to use a different roofing material. Then it would not look cosmetically correct. So using two different types of roof material now could make a difference in the future on other projects.

Thompson said Bonestroo will have to correct the ordinance.

EDMONDS MOVED, SECOND BY MELLOTT TO APPROVE ITEM #02-11 CONDITIONAL USE PERMIT AT 607 SIXTH STREET NORTH, TO BUILD A 480 SQUARE FOOT ADDITION TO AN EXISTING ACCESSORY BUILDING, WITH THE CONDITION THAT THE ROOFING MATERIAL MATCH THAT OF THE EXISTING STRUCTURE. UPON THE VOTE, THERE WERE 3 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.

The Planning Commission believes that the potential adverse impacts will be mitigated by placing the following conditions on the granting of the Conditional Use Permit. That the new shingles match existing shingles as close as possible.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Sign Review for Sterling Pointe Senior Living**

Sterling Pointe Senior Living would like to request the Planning Commission Board review the signage they would like to install at their new senior living site. This project has been rezoned to MOR Zoning District, Medical Office Residential. At the time the MOR District was established, the Zoning Ordinance for signage had not been updated with this district. Staff suggest that the same signage requirements in HC-1 District, Health Care, be used. Staff will have Bonestroo update the MOR District with signage.

The sign information Trident Dev. has provided would fall under pylon or monument signage and it does meet either of the regulations. Lynn Paulson, City Building Inspector has reviewed the plans and finds they meet the zoning guidelines.

The freestanding pylon sign is designed as a double-faced panel, mounted on 4" x 4" aluminum poles, illuminated by ground mounted directional spot lights. The double face sign panel is eight feet wide and four feet tall, or 24 square feet. The overall height of the sign is approximately six feet, measured from the finish grade beneath the sign. There is an additional 3" x 6" rider displaying the phone number attached below the panel. The main sign panel is made of solid cedar, sandblasted and painted. The rider is made of painted aluminum. The freestanding, pylon sign will be located just west of the main entrance drive to the premise, perpendicular to Northland Drive, and approximately twenty-five feet back from the property line. It will be visible to traffic from both directions.

The property has a secondary access drive onto Verti-flo Lane. The directional sign on the premise is in effort to control short cuts or through traffic on the east side of the driveway, approximately twenty feet back from the property line. A site plan of where the directional sign would be located was provided. The directional sign is 2" x 3" a total of six square feet. It will be single faced sign and mounted on a single 3" square, painted aluminum pole. The overall height of the sign will be approximately five feet as measured from the finish grade beneath the sign. The sign panel is fabricated from solid cedar, sandblasted and painted. This sign will also be illuminated by ground mounted directional spot lights.

Roger Fink, Sterling Pointe Dev. representative, was present and spoke to the Planning Commission Board. Fink said they are giving some thought to changing some of the materials on the sign because of expense. They would like to change the post from aluminum to cedar.

Edmonds commented that the longevity of the sign would be less.

Fink agreed, but would like to cut the expense.

EDMONDS MOVED, SECOND BY MELLOTT TO APPROVE THE SIGNAGE FOR STERLING POINTE SENIOR LIVING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**B. Resolution Approving Sale of City Lot to Habitat for Humanity**

Karnowski informed the Planning Commission Board that the City is selling a lot to Habitat for Humanity. This lot is located at 308 9<sup>th</sup> Avenue South. Legal description is Lot Five, Block Two, Murray's Addition, Village of Princeton. This lot was used as an outdoor skating rink and does have a small building on it that Habitat will remove. Habitat will buy the lot for \$1,250 which was the price of the survey that had been done. There is one more lot attached to this that in the future the City may sell or if not able to sell, may again give it to Habitat. The City Council at their April 14, 2011, meeting tentatively approved the sale of the lot pending on the Planning Commission's approval.

EDMONDS MOVED, SECOND BY MELLOTT TO APPROVE RESOLUTION #01-11 APPROVING THE SALE OF LOT 5, BLOCK 2, MURRAY'S ADDITION, VILLAGE OF PRINCETON, TO EAST CENTRAL MINNESOTA HABITAT FOR HUMANITY, INC. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**COMMUNICATION AND REPORTS:**

**A. Verbal Report**

Karnowski informed the Planning Commission Board that there have been approximately 32 applicants that have submitted their resumes for the position of Community Development Director. Out of that group at least a dozen look promising. If one out of that group is promising, then that party would be hired, if not then the position will be left open.

Thompson said the end of the week the Princeton Public Utilities will be putting in underground lines at the Princeton High School. Part of the area will be blocked off while they are working.

**B. City Council Minutes for March, 2011**

The Planning Commission Board had no comments.

EDMONDS MOVED, SECOND BY MELLOTT TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:50 P.M.

ATTEST:

---

Dave Thompson, Chairperson

---

Mary Lou DeWitt, Comm. Dev. Assistant