

**CITY OF PRINCETON
Planning Commission
Agenda
April 20th, 2015
7:00 P.M., City Hall**

- 1. Call to Order**
- 2. Approval of Minutes of Regular Meeting on March 16th, 2015 - Tab A**
- 3. Agenda Additions/Deletions**
- 4. Public Hearing:**
 - A. #15-06 Interim Use Permit for mini-storage in B-3 Zoning District - Tab B**
 - B. #15-07 Variance for mini-storage that exceed 4,000 sq. ft. in B-3 Zoning District & Site Plan Review – Tab C**
- 5. Old Business: None**
- 6. New Business: None**
- 7. Communication and Reports:**
 - A. Verbal Report**
 - 1) Comprehensive Plan insufficient in supporting CUP – Discussion**
 - B. City Council Minutes for March, 2015 - Tab D**
- 8. Adjournment**

MEETING PROTOCOL

1. The chair of any board or commission has the same rights as the other board or commission members in that he/she can both make and second motions.
2. The chair of any board or commission also has the right to vote on all motions that come before the body. Historically, if there's a roll call vote (as opposed to the standard voice vote) the chair sometimes opts to vote last.
3. Generally, a board or commission member should vote on all issues before the group unless they have a disqualifying personal interest in the issue. In cases where the member has a conflict of interest, the member should:
 - A. Advise the board of their intent to abstain and state the conflict before the vote is taken.
 - B. If the member has a true disqualifying personal interest they should take the liberty of seating him/herself in the audience for the duration of the discussion (from where the member can comment on the proposal) until the vote is recorded.
4. On a voice vote, if a member does not vote 'aye' or 'nay', then the member is considered to have voted with the prevailing side. In other words, on a 5 person board, if only 2 members vote 'aye' and the others don't say 'aye' or 'nay', then the vote should be recorded as passing unanimously.
5. If the chair, or one of the member, is not sure of the outcome after a voice vote is taken the chair or member can request a roll call vote whereby the chair asks each member to indicate their preference and the final tally is taken from the results of that polling.
6. It is incumbent on all board and commission members to exhibit professionalism and maintain the respectful decorum required of a assemblage representing the public. Members (as well as the public) should raise their hand and be recognized by the chair before commenting on the issue before the body. Members should also refrain from engaging in member to member debate. The public discussion of issues should not deteriorate into an argument between members. Comments of members and of the public should be directed to the Chair, not to individual board or commission members or other members of the public. The members should also treat their fellow board/commission members and staff with respect.



**THE REGULAR MEETING OF THE PLANNING COMMISSION BOARD HELD ON MARCH 16, 2015,
AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 7:00 P.M., by Jack Edmonds. Members present were Jeff Reynolds, and Eldon Johnson. Staff present were Jolene Foss (Comm. Dev. Director), and Mary Lou DeWitt (Comm. Dev. Assistant).

Absent was Chad Heitschmidt.

APPROVAL OF MINUTES OF THE REGULAR MEETING ON FEBRUARY 23, 2015

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE MINUTES OF FEBRUARY 23, 2015. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS/DELETIONS:

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING:

A. #15-05 Conditional Use Permit amendment for Princeton Speedway
Comm. Dev. Director Memo:

BACKGROUND

Princeton Speedway, Inc. is requesting an amendment to PC Resolution #02-13 for an extension of the 11:00 P.M. curfew to midnight on approximately eight race nights and an additional of five nights to the racing schedule at Princeton Speedway in an A-2 Agricultural District at 1400 3rd Street North (Mille Lacs County Fairgrounds).

ANALYSIS

Princeton Speedway, Inc. is seeking an extension of the 11:00 P.M. curfew on approximately 8 of the scheduled race nights. The Sprint Car Races are scheduled on these specific nights. Due to the increased possibility of unforeseen complications involving the Sprint Cars, Princeton Speedway, Inc. is proactively requesting the extension. They have stated that they “intend to do everything in our physical power to meet the intended 11 PM curfew not only on the regular race nights but also for the 8 nights in question”. This is a precautionary effort, in that they are not planning on racing until midnight, but are aware they may not be completely finished by 11 PM.

CONDITIONAL USE PERMIT

A resolution authorizing a Conditional Use Permit for a change in the schedule and an extended curfew until midnight on approximately 8 nights.

GENERAL CUP REVIEW STANDARDS

Subsection 3.B of Chapter IV outlines the standards for review of a Conditional Use Permit:

1. The proposed use does not violate the health, safety, or general welfare of Princeton residents.

Comment: No characteristics of the proposed use appear that they may violate the health, safety or general welfare of the Princeton residents.

2. The proposed use has been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution and sedimentation.

Comment: The proposed use will have no significant effect in regards to erosion, runoff, water pollution and sedimentation.

3. Adequate parking and loading is provided in compliance with the Ordinance.

Comment: Adequate parking and loading design is in compliance with the ordinance.

4. Possible traffic generation and access problems have been addressed.

Comment: The proposed use appears to have no negative impact on traffic generation or accessibility.

5. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.

Comment: The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.

6. The proposed use conforms to the City's Comprehensive Plan and is comparable with present and future land uses of the area.

Comment: The proposed use conforms to the City's Comprehensive Plan and is with present and future land uses of the area.

STAFF RECOMMENDATION

Upon review of the conditional use permit request, staff recommends that this permit be granted with the following conditions:

1. Friday night races shall end by 11:00 P.M.
2. No more than two races per season may be regularly scheduled for non-Friday dates.
3. Wednesday Night rain date races shall bend by 10:00 P.M.
4. No Wednesday night rain date races allowed during the regular school year.
5. No more than two Wednesday night rain dates allowed per month in June, July and August (6 per summer).
6. No more than one non-Wednesday rain date may occur per season.
7. The Planning Commission shall review the race schedule after the 2015 racing season.

And the addition of:

8. Extension of the 11:00 P.M. curfew until 12:00 A.M. on 8 specific scheduled race nights.

*****End of Staff Memo*****

Mary Beth Cripe, Princeton Speedway General Manager is present to answer questions.

Edmonds asked Cripe if there will be an additional five racing nights.



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Mary Beth Cripe said they are asking for one practice date before the season starts. The September 26th date is the other addition to the schedule. This is the full schedule and they may not run the Sunday rain date. She is okay with the recommended conditions.

Johnson said that going to midnight is going to bother a lot of people. Could they start the race times earlier.

M.B. Cripe said most of the racers live outside of Princeton and with their work schedule it would make it hard for them to make an earlier race time. The races have started at 7:00 P.M. since 1956. They would love to start earlier. It would be a gamble that no races would run past 11:00 P.M. They want to be done if possible at 10:30 P.M. She was told by the previous owner to just hand in the dates to City Hall on the races that would run past 11:00 P.M. and the City would be okay with it. When she came to City Hall the staff told her the current Conditional Use Permit would need an amendment to extend the hours. She just wants to be covered if the races were to run past 11:00 P.M. They are saying midnight would be the latest on those nights.

Johnson asked if they would not try as hard to get done by 11:00 P.M. if the hours are extended to midnight.

M.B. Cripe said no.

Johnson said he is not trying to be smart, but is just asking if they would try to have the races done as soon as possible. He has enjoyed racing in town. He is concerned for the disruption from the races and they get louder and louder and faster and faster. If they keep pushing the envelope the residents will say enough. There is a lot of people in town talking about this.

M.B. Cripe has managed two Speedways in 15 years, in Sauk Center and Fergus Falls. They have a decibel reading and they have never exceeded 90 decibel at those tracks. They do require mufflers on vehicles. This helps control the sound. The Speedway announcer will plug in throughout the night that when leaving the Speedway to observe this is a residential neighborhood and to leave quietly.

Edmonds asked if the sprint cars could move up on the schedule.

M.B. Cripe said yes they could. They will move them up further in the schedule. They will run the sport compacts that are the quietest last. Sprints will be first. For the dollar amount for track service the sprint cars bring the crowds and revenue.

Johnson commented that could help having the sprint cars first.

M.B. Cripe said asking for this time extension is their precaution if the race were to go past 11:00 P.M. because of some unforeseen mishap.

Johnson said if it happens without an obvious reason it will cause a recall problem for next year. He would like them to keep it at 11:00 P.M., but not jeopardize safety.

M.B. Cripe commented that she would like the drivers not to know if it gets moved to midnight.

Edmonds said it would be reviewed at the end of season. Princeton Police Chief Fredrick was in the audience and he asked him what they do when the races are over.

Police Chief Fredrick spoke that outside of the race track site in the residential neighborhood they tend to focus at that area to slow people down. They have not seen the race rigs flying out of town, but do have issues with the spectators. He does not know of any other measures that they could do when races are over. Fredrick said Mille Lacs County Deputies do come and help most Friday nights.

Edmonds opened the public hearing.

Dale Dunham, 105 13th Avenue North, said he does have a letter that he had sent to the City and it is in the Planning Commission packet. He stands by his letter. He asked Foss if it is staff's recommendation that they adopt this Conditional Use Permit amendment.

Foss said she does recommend for it to be granted. The economic driver for her recommendation to approve is that there is a benefit to the City.

Dunham said he could live with the recommendations as long as they are in force. He does not like what staff wrote in her memo that there are no characteristics of the proposed use appear that they may violate the health, safety or general welfare of the Princeton residents. He does not agree with staff. The health and general welfare there is noise from the races that is intolerable. He hopes they can live up to what they are saying. If they are saying they can end on Wednesday at 10:00 P.M. then they should be able to end Friday at 11:00 P.M. He wants the vehicles muffled.

Edmonds said the comments from staff on item one with the review standards, he understands it could be worded better. If there is wind they cannot leave the windows open. The current 11:00 P.M. ending time has been breached in the past, and if they are given the latitude till midnight they will stay till midnight.

Joseph Hancuch, 402 13th Avenue North lives across from the fairground. He is opposed to have the races going to midnight. The issue to him is that the ending time has been breached in the past. It gets longer and longer with their ending time. He has supervised employees for 35 years and if they extended their start time, they would begin to come in later and later. So he does not agree with extending the race ending time. He said the first time ever they have not had a race on Friday fair night. Years ago there was a band there and that was challenging to play with the race going on. On September 25th and 26th if there are no rain outs, there would not be a race on those dates.



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M.B. Cripe said no. They would not make the race makeup dates that late in the season.

Hancuch said that in regards to the racers having to work around their working schedule, he knows a very successful gentleman who was a racer and he took time off for race days. Most of the drivers take time off from work on the race days.

M.B. Cripe said they would like to start at 6:30 P.M., but they said it would be hard for the drivers to get here by then.

Hancuch said they traditionally started and ended the races at 10:00 P.M. and now it is at 11:00 P.M.

M.B. Cripe said they have a new flag man and he is the head official. He does not tolerate delay. She is not asking for every race night for the extended curfew, just special nights. She is trying to be proactive.

Buzz Cripe said he is the flag man and has done it for 16 years. The race starts at 7:00 P.M., on time. You cannot go over a three hour show. Spectators do not want a show longer than that. At 10:00 P.M. they will be done. We will not promote the beer selling.

Reynolds asked if the sprint cars come from a distance.

M.B. Cripe said yes, they are usually here the day before. The sanctuary body governs tough rules to comply by. Their sprint cars will be running here. The 360's are loud, their sprint cars are 205, but not as loud. They look the same, but are quieter.

Duane Streff, 1007 9th Avenue North said he has lived here for 38 years. It has been a thorn in his side every Friday night. He does not like the 11:00 P.M. ending time for races. He used to live on 3rd Street North before moving to the current house, and he had to clean up beer bottles every morning after the races. Even at their house now they have to close the windows on race night. He is not opposed to racing, but does not like how it infringes on them. It is the noise he does not like. If they could muffle it. His windows vibrate. He is not opposed to racing.

Amanda Milbrandt said she is from Otsego and is a racer. She grew up wanting to race. The muffler on the car helps her have a friendly response from Princeton. Sprint cars are not her favorite night since she does not race that type of car. She is a stock car driver.

Jon Brooks, 1004 9th Avenue North, does not like the noise. They live on the north side of town and have to have their windows closed. Mixing in more nights will be more nights they cannot use their back yards. He does not want any extra nights and no extended hours. They give up their backyard one night a week now.

Bill Wright, 1001 9th Avenue North asked if the City has a noise Ordinance curfew.

DeWitt said 11:00 P.M.

M.B. Cripe said the Legion approached them to have the fireworks at the race track. That is a race night where they want to have them go off. Is it okay if the fireworks begin at 11:00 P.M.

Foss will look into it.

Johnson asked M.B. Cripe if on the fireworks night, if they could be done by 10:15 P.M. with the races where they could fire them off after.

M.B. Cripe said she would drop a class if need be to not run the fireworks late. They would open the gates on the fireworks night for the last two races where people can get in free and see the events and then see the fireworks. She needs to know when the fireworks would have to end. The gates for the public would be open at 9:30 P.M. for the last two races and the fireworks could start at 10:00 -10:15 P.M. She will have the faster class first and the quieter race cars last. They understand they need to do this.

Dannie Burkholder from Big Lake, said he is a racer said no one has said what the acceptable noise level for the track should be. They are running mufflers with the hornets. What is an acceptable noise level. The races have been cut down to ten laps because of the curfew.

Edmonds said what the MPCA allows is the acceptable level.

Hancuch said he is ignorant to the decibel level. If any of the racers or those running the race track are willing to skip the races and come to his house for the best barbecue, he is serious, where they could listen to the noise from the races, and determine what the reasonable amount should be. They give up 23 summer nights and are just suppose to accept it.

Edmonds said the City Council or Planning Commission does not have a decibel amount rate.

M.B. Cripe said in Sauk Center it is loud with the wind. They did not run with the mufflers and showed them the decameter reading and it was below what was permitted. She would do that here if anyone would be interested in that. They met what they are suppose to meet with the MPCA. They monitor decibels.

Carol Streff, 1007 9th Avenue North said she has lived here since 1975 and they lived on 3rd Street and moved to 10 Avenue North. It is the noise and the real issue is extending the noise later at night. She is opposed to extending the hours till midnight.

Michele McPherson, President of Mille Lacs County Ag Society said she volunteers to the Fair Board. We want to be good partners to the residents. Cliff Saker and Mary Beth Cripe are making significant strides and they want to rebuild some of the bridges to the residents of Princeton. Since 1919 there has been some racing at the fairgrounds. How they are trying to build strengths with the residents is with the 4H Club will be running the food sales, and they



also offer opportunity groups to earn funds for grounds cleanup. Garbage was a concern. Residents should call on trash that is close by the fencing and they will clean it up. They are not asking for additional events, 21 races scheduled and are asking for 22 race nights. They are not having a race during the fair this year. They might in the future, but not this year. She would like to note that the schedule is specific to the nights of the sprint cars running past 11:00 P.M. Mary Beth Cripe and the Police Chief will look at those leaving the fairgrounds to make sure it is under control. With the Conditional Use Permit, what is the criteria that will be reviewed at the end of the season. She said in her past years, they provide the schedule and they would make a good effort to mail the schedule to each resident in the area by the race tracks. She understands the noise issues and having a business next to a residential is difficult to address. It is difficult to measure noise. She is here to support this and the Fair Board gains to leasing to a promoter so they do have a financial stake in it. She thinks the community does gain, they go to local places and such to eat and shop. There is sales tax on the tickets. She hopes they grant the extension for eight nights.

Hancuch said he wants to be clear that it is not about noise, it is extending the time.

Richard Reckinger, 205 13th Avenue North said the noise is the issue. The MPLS airport spent money to control the noise from planes over a residential area and the Highway Department has put up sound barriers. They might have to put in sound barriers or something.

Carol Streff said that if the races go past midnight what was the consequences. In the past when they had to be done by 10:00 P.M. what was the consequences if they ran past that time.

Edmonds said that it would be with the Police. He is not sure.

Carol Streff request that they take that into consideration.

Edmonds said that they could come to the Council and address the consequences.

Michele McPherson said if the curfew would be violated past 11:00 P.M. and it is documented, it would go to the Fair Board as their responsibility and they would receive a written notice. They would have an opportunity to correct the violation. The Conditional Use Permit could be revoked if they did not correct it and could not explain the circumstances that would give reason for going past the time period.

Johnson asked M.B. Cripes how many races did they have going back five years and how many classes.

M.B. Cripe said they have six classes now. In the last five years was about 5 or 6.

Johnson asked if they could get done by 10:30 P.M. on regular nights and later on sprint night.

M.B. Cripe would love to say they could do that. She does not know how many cars they would

have. She cannot guarantee that with switching of sanctions. She believes they could, but cannot guarantee it. She does not know how many cars will enter.

Johnson said they need to limit the class, but not have 100 cars. He believes that to satisfy needs there needs to be a balance. If they got done at 10:30 P.M. or 10:45 P.M. and there were the same amount of hours per year then they could go over a little over maybe on a sprint nights.

M.B. Cripes said their goal is 10:30 P.M., but they cannot guarantee it. The drivers want to go home also. She knows she has to be done by 11:00 P.M. now.

Reynolds said to evaluate this at the end of the season. If five or six of these nights go past 11:00 P.M. that would be on the bad side. If two or three races are till 11:30 P.M. it would not be so bad. They would have to limit it to two or three times.

M.B. Cripes would like to compromise if they could be done on four of the nights early.

Bill Wright, 1001 9th Avenue North asked if they have asked the racers if they would start at 6:00 P.M. He thinks that would be better.

M.B. Cripe said in Sauk Center they tried the start time at 6:00 P.M. and they had to move it back to 7:00 P.M. She will propose it to drivers.

Ryan Kostreba, said he is from Elk River and is a driver. He said some of the drivers can get off early, but it is hard to get there at 6:00 P.M. He likes that the Planning Commission Board says half the time to go past 11:00 P.M.

Michele McPherson suggested going to midnight for eight nights with a review at the end of the year. Three race nights the first of May and July maybe a mid-season report to the Planning Commission Board could be addressed to see how that went. The ending time could be adjusted from midnight to 11:30 P.M. This would give three of the races extra time to see how it works.

Edmonds said once you get into the new situating class you could make adjustments.

Carol Streff would like a mid-cycle review and also an end of the year review.

M.B. Cripe commented after the last race ends the residents may hear noise. There is no racing after the flag is dropped. The noise could be that it is the individual cars going across scaling or loading.

Carol Streff said they are opposed to extending it to midnight. The noise would just be pushed past midnight.

Duane Streff is opposed to it also. The time at night with the extra hour is too long.

M.B. Cripe is concerned for not having it end at a later time. The economic impact on the race track they need sprint cars to bring people in. This track is struggling. It will impact the community immensely. She is open to do the half year where it will be reviewed.

Johnson said they are not against sprint cars. Can they start early on those nights.

Duane Streff said no one is totally against the race. What is the differentiate of mufflers.

Buzz Cripe said they have mufflers that are required by the MPCA. They have where it is required by the decibels.

Duane Streff said they should be street legal.

Buzz Cripe said that race tracks are in turmoil right now. Have to keep the ones going. To drop classes when bringing in sprint cars it does not work. If we turn the two classes of drivers away on Friday nights they will go to St. Cloud and never come back.

Dannie Burkholder said the room is divided in two parties, racers and residents. We are talking about 15 minutes. Will things get shorter with the new flag guy. That little bit of 15 minutes for running over time is making it too difficult.

M.B. Cripe agrees. She was asked to give a time when she told City staff that she would like to extend the hours. She mentioned midnight, but it could be done as early as 11:15 P.M. They needed a time frame.

Johnson said racing is so unpredictable. There could be an accident and it is prolonged. We have to take the community into account.

Edmonds said if the race is running late could they adjust it.

Johnson asked to still make the points could they shorten the features from 20 laps to 15.

M.B. Cripe said to shorten the computer takes time so that is the reason for not extending it.

Johnson said for the nights with a couple wrecks right off the bat, could they shorten the time frame to make the end time right.

M.B. Cripe said they do not have intermissions on those nights. If 11:15 or 11:30 would be the end time, they would be fine with that.

Carol Streff propose the recommendation to have the end time at 11:15 P.M. with the mid-year review. She heard the past was bad management of the Princeton Speedway and now they

have a new flag man, so let's see if 11:15 P.M. would be fine and to review at half of the season schedule.

Foss read the letters sent to the City from Rod & Vicky Anderson, Gerald Hinchcliff, George Bergstrom, Pat & Dale Dunham, and Joseph & Kris Hancuch. The letters were included in the Planning Commission packets and also for the public to review.

Joel Stottrup, Princeton Union Eagle Newspaper Reporter asked M.B. Cripe if there are extra nights added to the schedule.

M.B. Cripe said no.

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

Edmonds said it is admirable that they came to us and are trying to be accommodating. We need to give them a chance. How about an 11:30 P.M. compromise.

Reynolds said 11:30 P.M. for specific events with a mid-season review.

Edmonds asked the President of the Ag Society if she would be involved.

Michele McPherson said yes.

Johnson would like to see the total of times with early ending instead of the later. It needs to be done before 11:00 P.M. A few at 10:30 P.M. and then a few 11:30 P.M. should make everyone happier.

M.B. Cripe asked if they are suppose to start earlier.

Foss said no.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE ITEM #15-05 PRINCETON SPEEDWAY CONDITIONAL USE PERMIT AMENDMENT TO PC RESOLUTION #02-13 FOR AN EXTENSION OF THE 11:00 P.M. CURFEW TO ALLOW THE EIGHT RACE NIGHTS THE APPLICANT STIPULATED TO END AT 11:30 P.M. WITH A MID-SEASON REVIEW WITH THE PLANNING COMMISSION BOARD ON JULY 20, 2015. THE APPLICANT WILL BRING IN DOCUMENTATION SHOWING THE RACE ENDING TIME UP TO JULY 3RD, 2015 RACING SCHEDULE. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.



Staff said this will be on the March 26, 2015 City Council agenda.

M.B. Cripe said she will get the mailing list from City staff that they used for the public hearing and send out letters as a reminder for the Planning Commission review on July 20th, 2015.

DeWitt said she will give her the mailing list.

The Planning Commission reviewed the Findings of Fact:

1. Does the proposed use violate the health, safety or general welfare of the Princeton residents? No.
 2. Has the proposed use been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution, and sedimentation (if applicable)? Yes.
 3. Is adequate parking and loading provided in compliance with the Ordinance? Yes.
 4. Have possible traffic generation and access problems been addressed? Yes.
 5. Can the proposed use be accommodated with existing public services and not overburden the City's service capacity? Yes.
 6. Does the proposed use conform to the City's Comprehensive Plan and is compatible with present and future land uses of the area? Yes.
- Are there conditions that could be attached to the granting of a permit that would mitigate any potential the adverse impact? Yes.

OLD BUSINESS: None

NEW BUSINESS: None

COMMUNICATION AND REPORTS:

A. Verbal Report

Staff had nothing to report.

B. City Council Minutes for February, 2015

The Planning Commission Board had no comments.

JOHNSON MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:50 P.M.

ATTEST:

Jack Edmonds, Chairperson

Mary Lou DeWitt, Comm. Dev. Assistant

MEMORANDUM

TAB B

TO: Planning Commission Board
FROM: Jolene Foss, Community Development Director
SUBJECT: **Interim Use Permit to allow Mini-Storage Facility in a B-3 General Commercial District**
DATE: April 20th, 2015

BACKGROUND

Jared Hanson has submitted an application for an Interim Use Permit to allow a Mini-Storage Facility and outdoor storage in a B-3 General Commercial District.

ANALYSIS

The property site is located at City of Princeton, Northwest of Northeast, Lying east of Highway 169 Right-of-Way, Described as Parcel "G" of 10/27/80 Sketch, Section 29, Township 36, and Range 26. PID # 24-029-0405

The location is zoned B-3 General Commercial District.

The intent of the B-3 General Commercial District is to create an area to serve the commercial and service needs of the general population. The objective is to provide service to both pedestrian and vehicular traffic and to accommodate those businesses which require large areas for off-street parking or generate substantial traffic originating from outside the community.

The following use is permitted by the issuance of an Interim Use Permit:

Mini storage facilities, including exterior and interior only accessible facilities provided that:

- (a) No Building to exceed 4,000 sq. with no more than 4 buildings per site
(See variance request);
- (b) No site shall be closer than 1,000 feet from another mini-storage facility;
- (c) No building shall be closer than 50 feet from a neighboring residential zone;
- (d) Units are to be used for dead storage only. Units are not to be used for retailing, auto repair, human habitation, or any commercial activity. Storage of any flammable or hazardous material is prohibited.
- (e) No outdoor storage is permitted.
(Due to location, Staff does not approve of the request to allow outdoor storage at this facility).
- (f) The facility shall be secured by either the walls of the structure and/or fencing. All doors on the units shall face inward and away from the street.

Interim Use Permit Review Standards/Findings of Fact. When reviewing application for an interim use, the City shall base its judgment on the following factors and any other factors it may deem appropriate for the specific property. The interim use may be granted if:

1. *The proposed use is interim use listed in the district in which the application is being made;*
Staff: Mini-storage facilities are listed as an interim use in a B-3 General Commercial District.
2. *The date or event that will terminate the use can be identified with certainty and continued;*
Staff: The Planning Commission shall recommend to the City Council a date or event that will terminate the use. Staff is recommending that the Interim Use Permit terminate when and if Jared Hansen decides to sell the site in the future. Upon the sale of the land the Interim Use Permit terminates at the sale.

3. *The interim use does not result in adverse effects on the public health, safety and welfare nor does it create additional pollution potential for ground and surface waters;*
Staff: It does not appear that the proposed interim use will result in adverse effects on the public health, safety, and welfare, nor does it create additional pollution potential for ground and surface waters.
4. *Permission of the use will not impose additional costs on the public if it is necessary for the public to take the property in the future.*
Staff: It does not appear that permission of the use will impose additional costs on the public if it is necessary for the public to take the property in the future.

CONCLUSION/RECOMMENDATION

Based on the findings that the proposed Interim Use appears to meet the review standards and provisions as listed in the Zoning Ordinance, staff would recommend that the Planning Commission recommend approval to the City Council of the proposed Interim Use Permit for a Mini-Storage Facility in B-3 General Commercial District with the approved variance request for buildings over 4,000 sq. ft.. This recommendation is contingent upon these:

Conditions of Approval:

1. The Interim Use Permit terminate when and if Jared Hansen decides to sell the site in the future. Upon the sale of the land the Interim Use Permit terminates at the sale.
2. Verification and submission of a grading plan and drainage calculations to verify that additional runoff does not negatively affect the adjacent properties, as requested by the City's Engineer. Verification that culvert is sized to handle additional rate of runoff from the site.
3. Submission and verification of landscaping plans, planting and construction schedule to Zoning Administrator before beginning construction.
4. Verification by Zoning Administrator of type and height of lighting fixtures.
5. A NPDES storm water permit will be required.

March 29, 2015

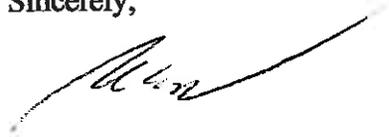
Jared Hansen
32393 148th St
Princeton, MN 55371
763-464-9193

City of Princeton
Community Development Department
705 2nd St N
Princeton, MN 55371
763-389-2040

Dear City of Princeton:

This letter is to inform you of my plans to begin building a safe, protected and profitable storage facility for all Princeton, and surrounding residence to benefit from. The purpose of this request is to allow me to build a larger sqft facility than currently allowed in the Zoning Ordinance. Presently, the building code for four buildings not exceed 4,000 sqft, however I would like to build three buildings but 8,000 sqft each. This will allow the proper room that customers will need for a more preferred storage unit. Additionally I would like to permit for the use of outside storage as well since this plot of land is 1,300 ft. long I will only be using 750ft. The remainder of the lot will be left untouched for wild life and plant life to continue living unchanged. The reason for this building sizes is because I would like to have a more units to donate storage for our community. School, churches, charities, rescues, a specific group or club that benefits the city and its residence. Also please consider outside storage for this facility in the event that in some customers may need to store vehicles, motorized boat, recreation vehicles and other such property that may be too big for a standardized storage unit to accommodate. This alternative is so everyone can use this facility as needed. Furthermore, the facility will have a privacy chain link fence facing the residence side to assure that the outside parking portion will not be capable of being seen.

Sincerely,



Jared Hansen

MEMORANDUM

TAB C



TO: Planning Commission
FROM: Jolene Foss, Community Development Director
SUBJECT: **Variance to construct mini-storage buildings that exceed 4,000 sq. ft. in B-3 District**
DATE: April 20th, 2015

BACKGROUND

Jared Hansen has applied for a variance to construct mini-storage buildings that exceed 4,000 sq. ft. in B-3 District. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not merely financial, and are not due to, or the result of, general conditions in the district in which the property is located.

ANALYSIS

The property site is located at City of Princeton, Northwest of Northeast, Lying east of Highway 169 Right-of-Way, Described as Parcel "G" of 10/27/80 Sketch, Section 29, Township 36, Range 26. PID # 24-029-0405

The request is to build three mini-storage units that will exceed 4,000 square feet.

The location is zoned B-3.

Variance:

Accessory building which exceeds 4,000 sq.ft. within a B-3 Zone requires a Variance.

GENERAL VARIANCE REVIEW STANDARDS

Subsection 3.B of Chapter IV outlines the standards for review of a Variance:

1. *Is the variance in harmony with the general purposes and intent of the zoning ordinance?*

Comment: Yes-The variance is in harmony with the general purposes and intent of the zoning ordinance.

2. *Is the variance consistent with the Comprehensive Plan?*

Comment: Yes-It appears the variance will remain consistent with the Comprehensive Plan.

3. *Does the property owner propose to use the property in a reasonable manner not permitted by the zoning ordinance?*

Comment: Yes-he property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.

4. *Are there circumstances unique to this property not created by the landowner?*

Comment: Yes-There are circumstances unique to this property not created by the landowner.

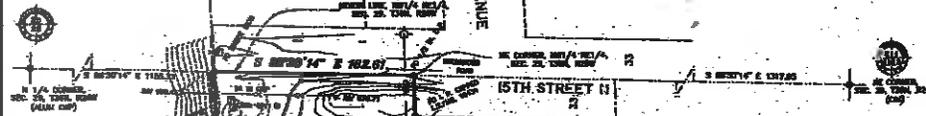
5. *Will the issuance of the variance maintain the essential character of the locality?*

Comment: Yes-Such variance will not alter the essential character of the district in which it is located or the property for which the variance is sought.

6. *Does the alleged practical difficulty involve more than economic considerations?*

Comment: Yes-The unique circumstances are not merely financial and are not due to, or the result of, general conditions in the district, in addition, the shape of the parcel is a consideration.

PIKE INDUSTRIAL PARK
 PART OF SECTION 29, T 36 N, R 26 W
 MILLE LACS COUNTY, MINNESOTA



PROPERTY DESCRIPTION:
 WARRANTY DEED
 DOC. NO. 384287

All that part of the Northeast Quarter of the Northeast Quarter of Section 29, Township 36, Range 26, Milles Lacs County, Minnesota, being a portion of the right of way of U.S. Highway No. 71A as shown on MINNESOTA, DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAN NO. 43-2 on file and on record in the office of the County Recorder in and for said Milles Lacs County, Minnesota.

GENERAL INFORMATION:

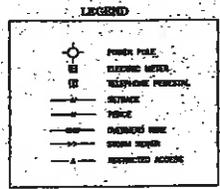
The field work of this survey was completed on February 27, 2015 and subsequent days thereafter. The actual survey was subject to weather. Conditions which may result in a change of the field work were not anticipated. The survey was conducted in accordance with the Minnesota Surveying Act, Chapter 327A, Minnesota Statutes. The survey was conducted in accordance with the Minnesota Surveying Act, Chapter 327A, Minnesota Statutes. The survey was conducted in accordance with the Minnesota Surveying Act, Chapter 327A, Minnesota Statutes.

CONTROL POINTS:

- POINT NUMBER: 438 A
- COORDINATES: 1000000.000
- ELEVATION: 2000.000
- DATE: 1/15/15
- POINT NUMBER: 438 B
- COORDINATES: 1000000.000
- ELEVATION: 2000.000
- DATE: 1/15/15

REMARKS:

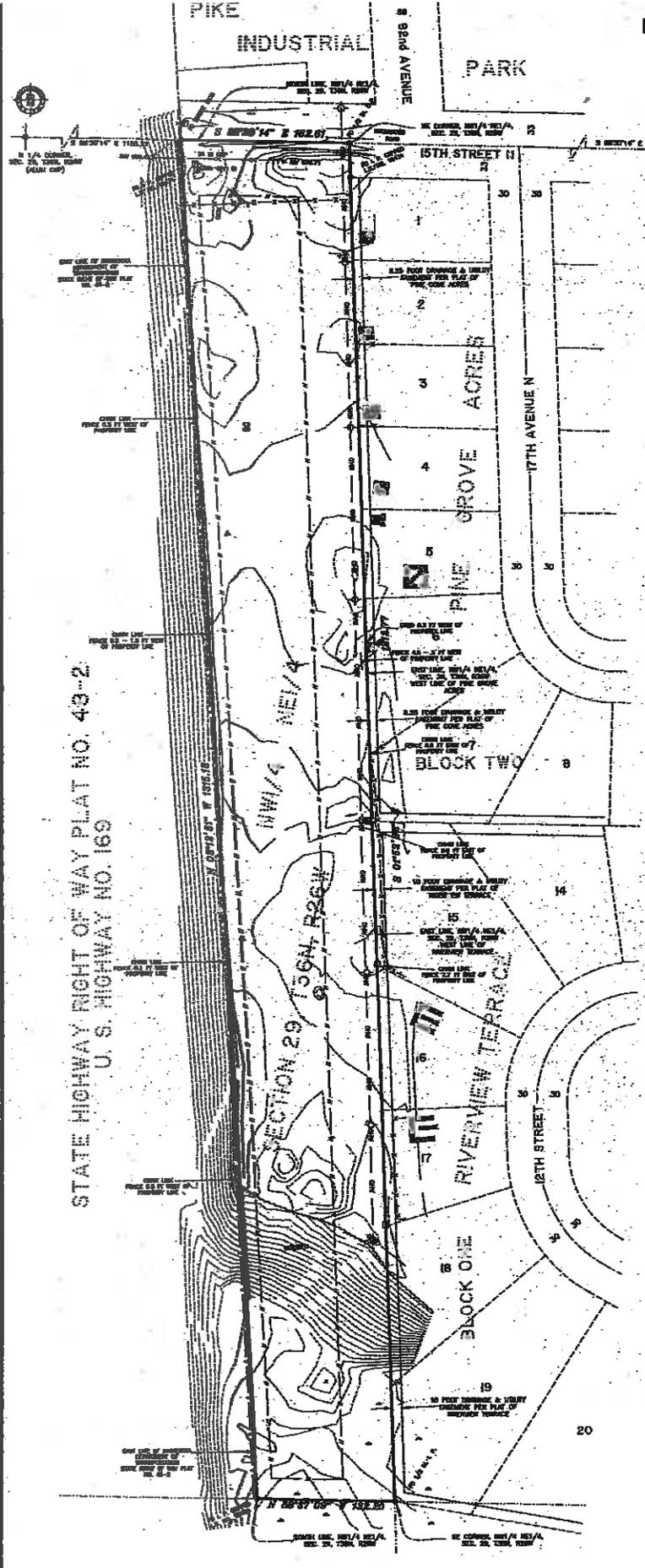
1. THE DIMENSIONS THEREON ARE NOT LOCATED WHEN ANY SURVEY IS MADE.



DUFFY ENGINEERING & ASSOCIATES, INC.
 300 HENNING AVENUE
 ST. CLOUD, MN 56301
 PHONE: 320-325-1234
 FAX: 320-325-1234

SCALE: 1" = 40' ±
 0 25 50 100
 1" = 40' ±
 0 25 50 100

STATE HIGHWAY RIGHT OF WAY PLAT NO. 43-2
 U.S. HIGHWAY NO. 169



DATE:	3/4/2015
DESIGNER:	J. AUSTIN CONSTRUCTION LLC
PROJECT NO.:	15-100
BY:	J. AUSTIN

J. AUSTIN CONSTRUCTION LLC
 AUSTIN GUTWASSER
 15998 93RD AVENUE
 KIMBALL, MN 55353



NO.	DATE	BY	REVISION
1	3/4/2015	J. AUSTIN	ISSUED FOR PERMIT

I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THAT I AM A duly LICENSED SURVEYOR IN THE STATE OF MINNESOTA.
 DATE: 3-4-2015 LICENSE NO. 20044

MEMORANDUM



TO: Planning Commission
FROM: Jolene Foss, Community Development Director
SUBJECT: **Site Plan Review for Jared Hansen, Mini-Storage Facility**
DATE: April 20th, 2015

BACKGROUND

Jared Hanson has submitted an application for a site plan review for a Mini-Storage Facility in a B-3 General Commercial District.

ANALYSIS

The property site is located at City of Princeton, Northwest of Northeast, Lying east of Highway 169 Right-of-Way, Described as Parcel "G" of 10/27/80 Sketch, Section 29, Township 36, and Range 26. PID # 24-029-0405

The location is zoned B-3 General Commercial District.

Access/Traffic Flow/Lots. Access is being addressed with roadway space that encircles the buildings. The proposed roadway provides no less than 28 feet of width around the proposed buildings.

Parking. Due to the nature of the facility, no on-site parking spaces are provided. Parking of vehicles while loading and unloading from storage unit will occur directly in front of the storage unit's door. Parked cars at the door of the storage unit will not impede traffic that may need to navigate around the site to access another unit.

Landscaping. The landscape plan is yet to be submitted. Zoning administrator shall verify compliance of landscape plan.

Signage. No signage has been applied for as a part of this application. Any new signs will require approval prior to installation. (New freestanding signs require Planning Commission review).

Building Materials. All building materials are approved within the B-3 zoning ordinance. No pole type construction will be permitted.

City Engineer. The City Engineer has reviewed the site plan application and submitted comments via a memo. Approval of the site plan shall be subject to the conditions and recommendations in the memo.

CONCLUSION

Based on the above review, staff is recommending approval of the site plan review for Jared Hansen's Mini Storage Facility, subject to the following conditions:

1. Staff is recommending that the Interim Use Permit terminate when and if Jared Hansen decides to sell the site in the future. Upon the sale of the land the Interim Use Permit terminates at the sale.
2. Verification and submission of a grading plan and drainage calculations to verify that additional runoff does not negatively affect the adjacent properties, as requested by the City's Engineer. Verification that culvert is sized to handle additional rate of runoff from the site.
3. Submission and verification of landscaping plans, planting and construction schedule to Zoning Administrator before beginning construction.
4. Verification by Zoning Administrator of type and height of lighting fixtures.
5. A NPDES storm water permit will be required.



Memorandum

To: *Jolene Foss, Community Development Director
MaryLou DeWitt, Community Development Assistant
City of Princeton*

From: *Michael J. Nielson, P.E. & Holly Wilson, P.E.
WSB & Associates, Inc*

Date: *April 10, 2015*

Re: *JARED HANSEN Storage Facility
WSB Project No. 01480-210*

WSB has been asked to review the plan for the above reference project prepared by Duffy Engineering and Associates for J. Austin Construction LLC. dated March 26, 2015 and submitted on March 29, 2015.

JARED HANSEN is planning to construct an 8000 square foot storage facility with future 2 additional future proposed buildings and an outdoor storage area.

WSB's review will be focused on the Site Plan Review.

We have the following comments and or questions regarding the submittal:

- Submit a grading plan & drainage calculations to verify that additional runoff does not negatively affect the adjacent properties.
 - The post development runoff should be equal to or less than pre-development runoff rates for the 2, 10 and 100-year storms.
- Verify culvert is sized to handle additional rate of runoff from the site.
- Identify the location of outside storage.
- Indicate the location of the proposed fence.
- Proposed fencing should be of a material that provides screening to the adjacent residential neighborhood.
- Landscaping plans will be reviewed by City Staff.
- A NPDES stormwater permit will be required.

If you have any questions or comments regarding the above information, please contact me at (320) 534-5958.

11 April 2015

Jared Hansen
32393 148th St
Princeton, MN 55371
763-464-9193

City of Princeton
Community Development Department
705 2nd St N
Princeton, MN 55371
763-389-2040

Dear City of Princeton:

This narrative is to further explain the fencing that will line the perimeter of the property on 15th St N. Princeton, MN. 55371, northwest quarter of the northeast quarter of Sec 29, Township 36, Range 26, (Trusty Storage LLC). The fence type we will use is chain link with post placement every 8ft from each other.

On the north side of the property there will be a 6ft high chain link fence measuring 90ft long starting from northwest corner. From there we will install a 20ft long gate that will allow entry and exit onto the facility. The chain link fence will then continue another 30ft to the northeast corner. On the east side of property there will be 6ft high chain link fence measuring 720ft long from northeast corner to southeast corner. Continuing on from the southeast corner to the northwest corner there will be a 6ft high chain link fence measuring 130ft.

The final fence placement will be from the southwest corner to the northwest corner. This fence will be 6ft high and 720ft long and will include chain link privacy fence slats. These slats are designed with a superior dual-point locking system. The slats we will use are held securely in place by a bottom locking channel. Businesses and Homeowners can enjoy the security of a chain link fence with the added benefit of privacy. Reduces wind, dust and noise while adding style to "industrial looking" chain link fence. The slats are UV stable, can be pressure washed with plain water and withstands severe wind and weather.

"H. Screening Fence Requirement

- a. Commercial uses which are adjacent to residential area shall be screened to minimize visual impact. Loading docks and refuse containers shall also be screened. Fencing/screening shall be provided according to this ordinance. This provision shall not be construed as requiring a screening fence in any required front or adjacent to a public alley." (Princeton Zoning Ordinance, Chapter V, Zoning District B-3, Sec H.a. Screening Fence)*

Sincerely,



Jared T Hansen

MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL HELD ON
MARCH 5, 2015 4:30 P.M.

TAB D

Mayor Paul Whitcomb called the meeting to order. Council members present were, Dick Dobson, and Victoria Hallin. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Jolene Foss, Clerk Shawna Jenkins, Police Chief Todd Frederick, Engineer Mike Nielson, and Attorney Damien Toven. Absent was Council members Jules Zimmer and Thom Walker

WAC and SAC Discussion with the PUC

Karnowski reported that staff is getting some push back that the SAC and WAC charges are pretty high and may be stifling the growth in the city.

Question #1: In checking some of the surrounding cities, a few of them have temporarily discounted their WAC & SAC rates and they report that has had a positive impact on the number of housing starts.

For comparison:

Princeton: \$4,202; WAC: \$3,825

Milaca: SAC: \$1,500; WAC: \$1,000

Cambridge: SAC \$2,273; WAC: \$201 (plus Water Treatment Facility Charge: \$901)

North Branch: (discounted last 3 years): SAC: was \$2,574 - now: \$1,158.30;
WAC: was: \$2,278.72 - now: \$1,139.36

Isanti: WAC: 3,677; SAC: \$3,306

Zimmerman: were \$6,500 each...reduced for 2015 to \$5,000 each

Karnowski asked the council if the City should reduce our rate(s) on a temporary basis and, if so, how much of a discount should be offered and how long should any discount be applied.

Question #2: Another issue regarding WAC & SAC fees is the perception that some new businesses are reluctant to move into an empty main street storefront if the proposed new business would be subject to paying additional WAC & SAC charges. For instance, if a 44 seat restaurant wanted to move into a 2,400 Ft² building that formerly housed a retail store business office (i.e. insurance office), it's possible that they would have to pay (using current rates) an additional \$8,000 in WAC & SAC charges....which may cause them to look elsewhere.

So one idea being batted around by staff is to 'freeze' the WAC & SAC charges for the existing downtown commercial buildings such that if a new tenant occupies an existing structure, there are no additional WAC & SAC charges levied even if it's a more intensive use (i.e. retail store converted to a restaurant).

The Public Utilities Commission has been invited to sit in and participate, since they are in control of the WAC charges.

Karnowski advised that while there are not an extensive amount of lots available, there has not been many single residential lots being developed. The SAC and WAC we have collected recently has mostly been in the industrial park.

Karnowski stated staff was recently contacted by someone wishing to possibly purchase one of the vacant store fronts. The WAC and SAC charges for the change in use would be the deciding factor in whether the property is purchased or not.

Hallin asked if the SAC and WAC charges were researched a few years ago when they were updated. Karnowski responded that they did look to see if they were comparable, however, the fees are usually determined by what the city needs to keep the wells, sewer, lift stations, etc. functioning. When the new WWTP went online, staff determined what income was needed each year in terms of SAC. With the new Industrial Park construction we are probably close to what was estimated, but we have not met that amount with residential.

Whitcomb said we have no problem if PUC wants to jump on board with a reduction to see if we can promote some growth in the city and fill up the vacant store fronts. He said he is not sure what that reduction should be, and asked what the lower rate was for the properties that were not hooked up last year. Staff responded that discounted rate was \$1,150. Hallin suggested maybe half of the current fee. Whitcomb said half would be okay with that. Connie at PUC ran some numbers and 50% would work for them on the WAC as well.

Whitcomb said he would also like to see the fees in the downtown area frozen for 2 years as well. Dobson agreed and said it will show that the Council is behind the downtown area and that we are trying to fill the vacant store fronts. He added no matter how the results are, we can say we tried this. Mindy Siercks said the PUC is in agreement of the reduced rate for 2 years and the downtown to be frozen for 2 years.

Scott Daniels from the PUC questioned the new school that is being built and the SAC and WAC fees that they were quoted. Wangen replied that if it was determined to reduce the rate for residential and retail, the school would not meet those requirements. They school is also getting some reduction because of the portables they currently have and will not continue to use once the school is built.

HALLIN MOVED TO OFFER A 50% REDUCTION IN SAC FOR RETAIL, RESIDENTIAL AND THE DOWNTOWN CORRIDOR AND HAVE A 2 YEAR FREEZE ON EXISTING PROPERTIES. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

HENRY "HANK" FINDELL MOVED TO OFFER A 50% REDUCTION IN WAC FOR RETAIL, RESIDENTIAL AND THE DOWNTOWN CORRIDOR AND HAVE A 2 YEAR FREEZE ON EXISTING PROPERTIES. SIERCKS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

School Project Update

Nielson reported that there are 9 homes on the west side of the road that currently do not have water or sewer. The school had suggesting putting the water line on their property, but the PUC is not in favor of having utilities on private property. They are proposing running the lines up the roadway to also provide service to those homes. To do that, it would mean taking the bituminous out and replacing it.

The City may also want to run the line up a little further to the city limits as there is some land just outside of city limits that may benefit from water and sewer if they wanted to annex to the City.

Nielson said he has spoken with the School about what they are planning on water and sewer cost and can possibly assess the additional costs. A feasibility study will need to be done.

Dobson asked for an estimate on how much additional it would cost to run the lines up further. Nielson said he estimates that it would be about \$80,000. As of now, he has not heard of anyone that would be interested in annexing and developing so it may not be worth the

additional cost at this time. Karnowski added that if someone did decide to annex and build, they could be required to build down to where our lines are stubbed off.

Dobson said agrees that it should not be on private property.

Nielson stated there is one property that recently replaced their septic, so they would likely be deferred for a time that the council determines. He said that like the West Branch project, the fees are going to be expensive for a single family home. Sewer, water and road restoration will be about \$400,000. Karnowski asked if the County would assist in the cost being it involves a County Road. Nielson replied that he is going to check with the County to see if they could offer a depreciation being it was last paved in 1999. He believes the road was over designed as it is still in very good condition.

Dobson added that there is a lot of truck and farming equipment that travel that road. Nielson questioned if they should wait on the Resolution to order the feasibility study until he can speak with the school. Karnowski agreed and said it is never a bad idea to have some informal discussion before making a decision.

Nielson said he does not think the utility lines were not well thought out in their plans. If the lines were put on their property, they may need to be considered a service line to the City and PUC would not be responsible to maintain or repair the lines.

Nielson will speak with the School and the County.

Asphalt cost split on West Branch Water project.

Nielson reported that staff would like to continue the discussion with the council and PUC about finding a way to decrease the costs to the City and Residents.

Hallin said she is all for widening the street, as it needs to be widened for safety so that is not something she would like to see cut. Nielson responded that Rick Schwartz said his wife had a good idea to protect the street. Their idea was to shift the striping a bit, so there would be a one foot shoulder on one side and a 3 foot shoulder on the other side. It was also suggested to push the entire roadway to the north a bit to stay away from the homes. Karnowski added that staff has already had a few people come in asking how the road will be placed because of trees. Nielson replied that there are some trees that will need to come down, but he is not sure if any are large oaks. If there was a large oak, they can try to shift the road slightly to miss those.

Nielson said for the cost split for the roadway is currently estimated at 50%, with 50% being assessed. Wangen stated the PUC have been discussing the possibility of the City and PUC equally splitting 60% of the roadway, which would be \$347,000 each so the assessment would be lowered.

Karnowski asked Jackson if the city has any bond payments that would be coming off in a couple years. Jackson replied that there are not any that will come off in the next couple of years.

Hallin and Whitcomb said that they like to see the PUC concerned for the residents.

Whitcomb asked for clarification that the PUC would pick up some cost towards the street repair. Wangen responded that yes, they would be picking up an additional \$147,000 towards the street.

Karnowski stated that Nielson commented that the sewer will be extended another 50 or so feet that what was originally discussed. That will provide gravity sewer to the Arcadian homes site and provide sewer to the Hatch property. Nielson said he figured the Hatch property at 2 units for assessment.

Jackson asked Nielson if the extra sewer is added to this current project cost. Nielson responded that it was. This will replace the old part of the line that was televised and found to have several sagging areas that have caused issues to a few homeowners.

Jackson said it would be about a 20% reduction in the amount assessed. Daniels said he believed it totaled a 27% reduction.

Karnowski said that being it is a collector street, it makes it a unique situation so the additional city portion would be justifiable

Hallin asked if the estimated cost include the widening of the street. Nielson replied that it does include that cost.

Whitcomb said he is okay with this slight change. Hallin and Dobson agreed.

HALLIN MOVED TO AGREE WITH THE PUBLIC UTILITY COMMISSION ON THE COST SPLIT AS DISCUSSED. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Whitcomb commented that it is very nice to see the city and PUC working together for the benefit of the residents. Whitcomb asked if Nielson will have a revised preliminary assessment for the meeting next week. Nielson said he would.

Dick said he was able to stop at the depot and he is very impressed with the work they have done in there.

ADJOURNMENT

There being no further business:

DOBSON MOVED TO ADJOURN THE MEETING AT 5:20 PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk
ATTEST:

Paul Whitcomb, Mayor

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MARCH 12, 2015 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Paul Whitcomb called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Thom Walker, Dick Dobson, Victoria Hallin and Jules Zimmer. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Jolene Foss, Police Chief Todd Frederick, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Engineers Mike Nielson and Holly Wilson, and Attorney Damien Toven.

AGENDA ADDITIONS/DELETIONS

None

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of February 26 2015
- B. Study Session Meeting Minutes of March 5, 2015

HALLIN MOVED TO APPROVE THE REGULAR MEETING MINUTES OF FEBRUARY 26, 2015 AND THE STUDY SESSION MEETING MINUTES OF MARCH 5, 2015. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. Permits and Licenses
- B. Personnel
- C. Donations / Designations

OPEN FORUM

PRESENTATION – Sherburne County Presentation on Right of Way turn Back

Patty Kukowski said they are in they are going to return some of the road right of way that is the planned site for the Community Bulletin Board being planned jointly with the School District.

Paul opened the public hearing at 7:03pm

HALLIN MOVED TO CLOSE THE PUBLIC HEARING AT 7:04PM HEARING NO COMMENTS. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Dobson asked if it was the land by Holiday. Kukowski responded that was correct.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. 4R Board Minutes of January 29, 2015
- B. EDA Board Minutes of February 19, 2015
- C. Planning Commission Minutes of February 23, 2015
- D. PAVC Minutes of March 9, 2015

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Wine and Spirits Grant Request – Princeton Lion's Spring Raffle

Karnowski stated that Princeton Lion's are requesting five gift certificates of \$20 each to be used for their Spring Raffle. Jack from the Lion's club said this is one of their biggest events of the year.

WALKER MOVED TO APPROVE PRINCETON LION'S REQUEST WINE AND SPIRITS GRANT REQUEST FOR FIVE \$20 GIFT CERTIFICATES TO BE USED IN THEIR SPRING RAFFLE. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Wine and Spirits Grant Request – Sherburne County Master Gardeners

Karnowski stated Sherburne County Master Gardeners are requesting a donation to be used as a door prize or as a silent auction item for their event on April 11th.

Hallin said she understands that this is a great event, but a very small portion of Princeton is in Sherburne County and the event is being held in Big Lake.

HALLIN MOVED TO DENY SHERBURNE COUNTY MASTER GARDENERS WINE AND SPIRITS GRANT REQUEST FOR A DOOR PRIZE OR SILENT AUCTION ITEM FOR THEIR APRIL 11TH EVENT BECAUSE A VERY SMALL PORTION OF PRINCETON IS IN SHERBURNE COUNTY AND THE EVENT IS BEING HELD ELSEWHERE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Wine and Spirits Grant Request –Princeton Scholarship Foundation

Karnowski stated the Princeton Scholarship foundation is requesting a grant to be used as a silent auction item for their event on April 11th.

Dobson said if we will approve this, then it may need to be continued yearly. Walker said he does not believe we have ever donated to a scholarship. Karnowski confirmed that and said he spoke with Jackson and the City has never given a grant for a scholarship. He understands that there are overall scholarships, and small companies that do them as well.

Walker added that he does not have a problem contributing to a scholarship, but agrees with Dobson that we will probably need to continue doing so in the future.

WALKER MOVED TO TABLE TO DETERMINE IF THIS IS SOMETHING THAT IS ALLOWED AND SHOULD BE DONE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

~~A. Resolution 15-10 — Authorizing expenditure of \$450~~

B. Resolution 15-11 Ordering Improvement and Preparation for Plans and Specs

Nielson reported that as the Council is aware, a Public Hearing on the project was held on February 26, 2015. Resolution 15-11 is ordering the improvement and the preparation of plans and specifications for the West Branch Street Roadway and Utility improvements.

Nielson asked if everyone has seen the spreadsheet that has been handed out showing the old and new assessment amounts. The Council and Staff all has a copy.

WALKER MOVED TO APPROVE RESOLUTION 15-11 ORDERING IMPROVEMENT AND ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE WEST BRANCH STREET ROADWAY AND UTILITY IMPROVEMENTS. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Ordinance 715 – amending the Fee Schedule – FINAL READING

Karnowski reported that the Council introduced ordinance 715 at their February 26th meeting. It includes the new rates for the Civic Center, and a new fee for winter cremation burials. Also, the new SAC and WAC fees that were discussed and approved at the Study Session have been added to this amendment.

WHITCOMB MOVED TO APPROVE ORDINANCE 715 AMENDING THE FEE SCHEDULE. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Change Order #2 Pond Decommissioning

Nielson said change order #2 is for the pond decommissioning. The change order came about during construction as the MPCA dictated how much sludge would need to be taken to the landfill. Testing showed that not as much need to be hauled away, saving approximately \$113,000. The change order is to approve that decrease.

Walker asked if the project is complete. Neilson confirmed that it is finished.

HALLIN MOVED TO ACCEPT CHANGE ORDER #2 WITH A DECREASE OF \$113,000. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Certificate of Final Approval for Pond Decommissioning

HALLIN MOVED TO APPROVE THE FINAL CERTIFICATE FOR THE POND DECOMMISSIONING. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Bike Path update

Karnowski reported that the City did receive a proposal for design build services for the great northern trail. Three entities have joined forces, Rum River Contracting, WSB and West Branch construction and submitted a proposal. He has not had a chance to review it closely yet. Nielson added that there are still a few things that they would need to get approval on. Karnowski suggested to approve the proposal tentatively on some possibly minor detail revisions.

Walker asked if this was the only group to submit a proposal. Karnowski replied that there was one other company that was originally going to submit, but they did not.

DOBSON MOVED TO APPROVE THE GREAT NORTHERN BIKE TRAIL PROJECT SUBJECT TO ANY MINOR REVISIONS STAFF NEEDS TO BE MADE. HALLIN SECONDED THE MOTION.

Nielson added that we do need to have a wetland fill permit in hand to get the grading work done, extend the culvert. Etc. the Army core of engineers need to review and approve the application as well.

Zimmer asked how the RFP's were advertised. Karnowski responded that they were advertised in the local newspaper and he called a few companies that would possibly be interested in bidding on the project.

THE MOTION CARRIED UNANIMOUSLY

D. Industrial Park Study

Foss reported that this is the Industrial Study was approved by the EDA and will be sent out Monday. Walker added that the EDA has had money set aside for this project for 2 years.

NEW BUSINESS

MISCELLANEOUS

Hallin reported said next Tuesday the Teen Center will have been open for 4 years. They are having an event to celebrate and he invited everyone to come. The Teen Center has done wonders for many of the youth in our community. It is not just a place to hang out, but it offers career planning and other programs.

BILL LIST

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$77,932.17 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 71527 TO 71606 FOR A TOTAL OF \$233,038.57. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:25 PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MARCH 26, 2015 7:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Paul Whitcomb called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Thom Walker, Victoria Hallin and Jules Zimmer. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Community Development Director Jolene Foss, Police Chief Todd Frederick, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Engineer Mike Nielson and Attorney Damien Toven. Absent was Dick Dobson,

AGENDA ADDITIONS/DELETIONS

None

PRESENTATION from Winter Knights Snowmobile Club – donation to the Police and Fire

The Winter Knights Snowmobile Club is one of the clubs that put on the big Grass Drags Event that is held in the fall. The clubs put that money back into the trail systems. In their case, they do not have any trails they maintain, so they donate to groups for Winter Rescue. This year they are donating \$1000 to both the Fire and Police Department. The Fire Department is looking for cold suits and the Police for a new AED.

CONSIDERATION OF MINUTES

- A. Regular Meeting Minutes of March 12, 2015

HALLIN MOVED TO APPROVE THE REGULAR MEETING MINUTES OF MARCH 12, 2015. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

- A. **Permits and Licenses**
- B. **Personnel**
 - 1. Fire Department resignation of Keith Young effective March 17, 2015
- C. **Donations / Designations**

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

OPEN FORUM

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

- A. Airport Advisory Board Minutes of February 2, 2015
- B. Fire Advisory Board Minutes of March 3, 2015
- C. Park Board Minutes of March 23, 2015

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Wine and Spirits Grant Request Princeton Youth Scholarship Foundation

Karnowski reported that this was tabled at the last meeting to determine if this is something we can contribute a grant for. This grant request was for a donation to a specific person instead of a scholarship fund. His concern is that a precedence could be set if this was ap-

proved. It may be difficult to approve a grant for one and not another.

Hallin agreed and that she would prefer that a grant help an entire community and not just one person.

Walker added he would feel better granting a request for the Princeton Scholarship Fund as a whole instead of one person. He said he could maybe approve one if it was for a person that was going to school to be a Civil Engineer or for a degree in Municipal government, but he is not in favor of this particular request.

HALLIN MOVED TO DENY THE WINE AND SPIRITS GRANT REQUEST FOR THE PRINCETON SCHOLARSHIP. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

A. Resolution 15-12 – approving plans and specs for West Branch Project

Nielson advised that this Resolution is approving the plans and specifications and ordering the advertisement for bids for the West Branch Street Roadway and Utility Improvements.

Hallin asked Nielson if he is also working closely with PUC. Nielson replied he was.

Walker asked if the same contractor would be doing the sewer and water lines. Nielson responded that yes, it would be the same contractor.

Walker questioned if there was any fiber optic in that street. Nielson did not believe there was. Foss added that she did an informal survey and believes there may be some on the north side of West Branch. She stated that there is a lot more in the City than one would think.

HALLIN MOVED TO APPROVE RESOLUTION 15-12 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE WEST BRANCH ROADWAY AND UTILITY IMPROVEMENTS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Resolution 15-13 – approving road closures for 2015 events

Karnowski advised that as the Council does every year, a resolution needs to be passed and forwarded to the County for approval to close the necessary roads for several 2015 events.

ZIMMER MOVED TO APPROVE RESOLUTION 15-13 APPROVING THE ROAD CLOSURES FOR VARIOUS 2015 EVENTS. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Ordinance 716 – Kennel Moratorium – FIRST READING

Karnowski reported that there is some conflicting information in the City's ordinances in regard to kennels. Staff is looking for the moratorium to be passed and they will do some research on kennels and bring their findings back to the council.

WALKER MOVED TO INTRODUCE ORDINANCE 716 ESTABLISHING A MORATORIUM PROHIBITING THE ISSUANCE OF CONDITIONAL USE OR INTERM USE PERMITS FOR THE OPERATION OF A KENNEL. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Pay Estimate #5/Final for \$34,405.80 for the Pond Decommissioning

Karnowski advised that staff has not received the Pay Estimate #5/ Final for the Pond Decommissioning. The Council has approved the last change order and certified it was final at a recent meeting.

HALLIN MOVED TO APPROVE PAY ESTIMATE #5 AND FINAL FOR \$34,405.80 PAYMENT TO DRT BIOSOLIDS FOR THE POND DECOMMISSIONING. ZIMMER SECONDED THE MOTION.

Walker asked if this final dollar amount is correct as it does not note the recently approved Change Order. Nielson replied that this does not identify the recent change order, but the dollar figure is the correct amount.

THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. National Donate Life Month Proclamation

Karnowski reported that April is National Donate Life Month.

Whitcomb said while at the University today, he met one person that had a lung transplant and another that had a heart transplant. One of them is going to actually go to Wadena and raise a donate life flag with the mother of the person who donated.

HALLIN MOVED TO PROCLAIM APRIL AS NATIONAL DONATE LIFE MONTH. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. City Newsletter

Karnowski reported that several years ago, when the State was reducing the amount of LGA funding we received, the city discontinued publishing a City Newsletter as budget reducing measure.

Subsequently, with the popularity of Facebook and the availability of the city website, those two forms of communication seemed to provide citizen updates for city issues.

While the City still uses Facebook and the City website, there still appears to be a need for a city newsletter.

Karnowski stated he has been working with Connie Wangen at the PUC and she's agreed to allow the city to insert a one-page (2 sided) city newsletter in with the utility bills three times a year beginning in June.

So the city's only out-of-pocket cost will be in the actual printing of the newsletter. Again the first issue will be included in the June bills and will be followed by newsletters in October and February.

Karnowski asked if the Council was okay with that proposal. The Council all stated they were in favor of a newsletter.

C. CUP Amendment for Princeton Speedway

Foss advised that Princeton Speedway, Inc. has requested an amendment to PC Resolution#02-13 for an extension of the 11:00 P.M. curfew to 11:30 P.M. on approximately eight race nights of the racing schedule at Princeton Speedway in an A-2 Agricultural District at 1400 3rd Street North (Mille Lacs County Fairgrounds).

The Sprint Car Races are scheduled on these specific nights. Due to the increased possibility of unforeseen complications involving the Sprint Cars, Princeton Speedway, Inc is proactively requesting the extension. They have stated that they "intend to do everything in our physical powers to meet the intended 11 pm curfew not only on the regular race nights but also for the 8 nights in question". This is a precautionary effort, in that they are not planning on racing until 11:30, but are aware they may not be completely finished by 11P.M.

A resolution authorizing a Conditional Use Permit for an extended curfew until 11:30 pm on approximately 8 night was approved by the Planning Commission.

Subsection 3.B of Chapter IV outlines the standards for review of a Conditional Use Permit:

1. The proposed use does not violate the health, safety, or general welfare of Princeton residents.

Comment: No characteristics of the proposed use appear that they may violate the health, safety or general welfare of the Princeton residents.

2. The proposed use has been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution and sedimentation.

Comment: The proposed use will have no significant effect in regards to erosion, runoff, water pollution and sedimentation.

3. Adequate parking and loading is provided in compliance with the Ordinance.

Comment: Adequate parking and loading design is in compliance with the ordinance.

4. Possible traffic generation and access problems have been addressed.

Comment: The proposed use appears to have no negative impact on traffic generation or accessibility.

5. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.

Comment: The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.

6. The proposed use conforms to the City's Comprehensive Plan and is comparable with present and future land uses of the area.

Comment: The proposed use conforms to the City's Comprehensive Plan and is comparable with present and future land uses of the area.

Upon review of the conditional use permit request, staff recommended to the Planning Commission that the permit be granted with the following conditions:

1. Friday night races shall end by 11:00 P.M.
2. No more than two races per season may be regularly scheduled for non-Friday dates.
3. Wednesday Night rain date races shall end by 10:00 P.M.
4. No Wednesday night rain date races allowed during the regular school year.
5. No more than two Wednesday night rain dates allowed per month in June, July and August (6 per summer).
6. No more than one non-Wednesday rain date may occur per season.

And the addition of:

7. Extension of the 11:00 P.M. curfew until 11:30 P.M. on 8 specific scheduled race nights.
8. A mid season review be conducted after July 3rd race week.
9. The Planning Commission shall review the race schedule after the 2015 racing season.

Hallin said she understands this is a Planning Commission decision, but believes it violates our nuisances relating to noises. Toven responded that in Section 655.014 of the Noise Ordinance, it identifies exceptions to that 11pm time for the Chamber events, Fairgrounds and Speedway.

Mary Beth Cripe stated she is the new promoter and Cliff Saker is the new owner. Saker could not attend the meeting this evening. One of the things they have done, is put some things in place to try and keep the noise levels down. She added that they do not want to run past 11pm and would actually like to get out of there by 10:30pm. They want to work with the neighbors and do their best in keeping noise levels down and get done at a decent time.

Whitcomb said he understands this is a Planning Commission decision, but added that if the races do go over, the Council and staff are those that will get the grief from residents. Zimmer asked if the neighbors were notified of the Public Hearing that was held. Foss replied that those properties that are within 350 feet of the race track received a notice in the mail. Karnowski added that the Public Hearing Notice is also placed in the official newspaper.

Zimmer questioned why the races used to be required to end by 10pm. Hallin asked if the races could start earlier. Foss responded that staff and the Commission discussed that, but most racers have FT jobs and cannot get here any earlier.

Karnowski stated that he does not recall that it was required for them to be done by 10pm, but believes he may have been some sort of verbal agreement. He added that it has only been the last few years that it is under an actual agreement for time.

Walker added that he is happy to hear Cripe say they are going to do their best to get done on time. He suggested emailing city staff to give them an update on times they finish, so staff and the Council has that information if people do complain.

Cripe replied that she has managed the Sauk Center and Fergus Falls race tracks and she is more than happy to keep in touch with the Staff and the Council. She added that Princeton is the oldest continuing running race track in Minnesota.

Hallin said she does support the race track, and it is wonderful to have so many wonderful assets in the community.

Cripe stated she hopes this year is even better and that they can bring even more business to the community.

MISCELLANEOUS

BILL LIST

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF \$163,404.33 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 71612 TO 71657 FOR A TOTAL OF \$117,808.62. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 7:37pm. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor