

**THE SPECIAL MEETING OF THE PLANNING COMMISSION BOARD HELD ON NOVEMBER 2,
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, Chad Heitschmidt, and Chuck Young. Staff present were Jolene Foss (Comm. Dev. Director) and Mary Lou DeWitt (Comm. Dev. Assistant).

NEW BUSINESS:

A. Site Plan for United States Distilled Products Addition

Community Development Director Memo:

REQUEST

Jaeger Construction, on behalf of United States Distilled Products (USDP), has submitted an application for a Site Plan Review in order to construct a 5,491 square foot building addition on the property described as Lot 2, Block 1, Princeton Industrial Park Third Addition located at 1607 South 12th Street. The property is zoned MN-1 Industrial District and contains 10.3 acres.

BACKGROUND

The subject property is located south of 12th Street South, east of vacated 17th Avenue South, north of 14th Street South, and east of 18th Avenue South. The building is proposed to contain a distiller and warehouse space.

17th Avenue South between 12th and 14th Streets, directly to the west of the subject property, was vacated by the City on July 22, 1999. According to Resolution #99-31, the vacation was approved for future development of USDP industrial uses. According to Sherburne County, customary to street vacations, the west half of the right-of-way is now a part of Lot 1, Block 1, Princeton Industrial Park Third Addition, and the north half of the east half of the vacated right-of-way is now part of Lot 1, Block 4, Princeton Industrial Park, and the south half of the east half of the vacated right-of-way is now part of Lot 12, Block 4, Princeton Industrial Park for tax purposes. In regards to actual property lines and title work, the vacated portion of 17th Avenue South is its own separate parcel.

SITE PLAN REVIEW

Zoning

This parcel is zoned within the MN-1 Industrial District. Manufacturing and warehousing are permitted uses in this district.

The overall project includes a proposal to construct a distillery and warehouse addition to the existing building. This addition is proposed to be 5,491 square feet.

A variance is required as the proposed height of the addition is 36 feet and the proposed height exceeds the maximum allowed by Zoning Ordinance. The maximum height allowed by Ordinance is 30 feet (Chapter V.13.E). This variance for 40 foot height has been approved by the Planning Commission on October 19th, 2015.

Parking

The required amount of parking spaces for the existing warehouse usable area is 243 spaces. The required number of parking spaces required for the warehouse addition usable area is 3 spaces for a total requirement of 246 spaces. The accessible spaces required are 7 accessible spaces for every 201-300 total spaces provided. Of those, 1 of every 6 accessible spaces needs to be a van space. So the proposed total number of standard spaces is 239, the total number of accessible spaces is 6 and the total number of van accessible spaces is 4 for a total of 249 spaces. This proposed addition maintains three spaces more than the required amount.

Airport Safety Zone Locations

The subject property is located in Zone C of the Airport Safety Zones. The height restriction in Zone C states that no structures may be taller than 150 feet above the airport elevation, which is 981.0 feet. The height of the proposed building (1,021.0) will be below the 1,131.0 restriction.

Loading/Unloading

The proposed site plan does not affect or change the existing loading and unloading capacity.

Landscaping

The proposal will not affect any of the existing landscaping and will not require any additional landscaping.

Design Criteria/Building Materials

The proposed exterior is to be a ribbed pre-cast that would match the previous addition. There are also some metal panels that would match the previous addition. The proposed exterior building materials meet the requirements of the Ordinance.

Signage

The applicant has indicated that no signage is proposed at this time. A condition shall be added upon approval that a sign permit be obtained prior to the installation of any signage.

City Engineer Comments. The City Engineer has reviewed the proposed plans for the USDP expansion – his comments are attached to this report. The response indicates that there are no impacts from proposed storm water runoff. The building addition will take the place of existing impervious materials and the amount of runoff will be unchanged. The new addition will have rain leader that tie into the existing building. There are no utilities being proposed as a part of this project. The recommendation by the City Engineer is to approve the preliminary plans as submitted.

Other Staff Comments. The Fire Investigator, Public Works Director, Public Utilities Commission (PUC) have reviewed the proposed plans. The Fire Inspector had numerous meetings regarding fire walls and other requirements. He has stated that he is approving this site plan with the recommendations he specified regarding fire wall requirements. The Fire Chief and the Deputy State Fire Marshall addressed the sprinkler system. The existing sprinkler

will remain as is in the existing fire connection at the exterior will be relocated to the address side of the new addition. See comments attached.

CONCLUSION AND RECOMMENDATION

The following includes the conclusion and staff recommendation:

Site Plan Review: As the building height variance has been approved, **staff would recommend approval of the Site Plan Review**, based on the finding that the proposal meets the Ordinance requirements, conditioned upon the following:

1. Prior to the installation of any signage, a sign permit shall be obtained.
2. Any conditions and comments from the City Engineer, PUC, Public Works, Fire Inspector, other staff, and the Planning Commission.

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

Mike Nielson, City Engineer with WSB & Associates Memo:

Dated: October 8, 2015

WSB & Associates has completed a review of the preliminary plans dated September 14, 2015 for the USDP Distillery Building Addition in Princeton, Minnesota.

The project has very little impact in regards to the site. With the area where the building is being proposed already being impervious, there are no impacts from proposed stormwater runoff. No utilities are being proposed as part of this project.

At this time, we recommend that the preliminary plans be approved as submitted.

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

Loren Kohnen, City Building Official and Fire Marshall (Metro West Inspections) Memo:

Dated: October 13, 2015

Additional requirements of the MN State Building Code have arisen, that requires 60' setbacks to all lot lines existing or proposed.

The major problem is on the east side of the existing building. Until the 60' setback is resolved, the building code will not allow issue of any permits.

The architect is aware of this major problem.

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

Kevin J. McGinty, Deputy State Fire Marshal Memo:

Dated: October 12, 2015

Subject: Addition to USDP building A, 1607 12th St., Princeton, MN.

This memo is in regards to the accessibility of the sprinkler valve assembly in building "A" after the addition is constructed to the north side per the site plan we reviewed on October 8th, 2015 at Princeton City Hall.

Per our conversation and referencing the site plan letter provided by Metro West Inspection dated 10/5/15, item "e" looks like a PIV will be required for sprinkler water control of the existing building and the new addition. If that is correct, I believe that will alleviate any safety concern of a firefighter needing to enter the building during an emergency to operate the sprinkler control valve.

However, even though the sprinkler control room will no longer be on an exterior wall, the room and the valve assemblies must still be accessible and clearly marked. An access way should be maintained to the room and the room must be free from any storage.

Should any of the above information change we should revisit the issue.

Please feel free to contact me at any time if I can be of any further assistance.

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

James Roxbury, Princeton Fire Chief Memo:

Dated: October 14, 2015

Subject: Addition to USDP building A, 1607 12th St, Princeton, MN

With regards to the accessibility of the sprinkler valve assembly in building "A" after the addition is constructed to the north side per the site plan. After reviewing the letter from Metro West dated 10-5-15 and meeting with Kevin McGinty from the State Fire Marshals Office on 10-8-15. I see no problem with the riser location addressed in line K as long as the P.I.V. addressed in line E is properly located and installed. All other concerns brought out in the letter from Metro West on 10-5-15 will need to be addressed and resolved.

Attached is a copy of the Memo from Kevin McGinty.

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

Kaci Nowicki, Planner with SEH Engineering emailed Foss on the USDP height evaluation. Nowicki believes the proposed 40' structure elevation would be acceptable at the USDP site. However, due to their proximity to the Airport, they are required to complete an Airspace

Analysis with the FAA. This can be filed online and she gave the internet site location. This is required to be filed 45 days prior to construction. However, it would be beneficial to have the determination from the FAA prior to issuing any building permit to ensure the FAA does not determine the structure to be a hazard to air navigation. Such as if they intend to be using cranes for construction.

Foss said she had forward the email from Kaci Nowicki to Mike Tiedman (Architect for the project) and Barry Jaeger (Jaeger Construction) so they complete the Airspace Analysis with the FAA. Foss said she spoke to Barry Jaeger before the meeting and he will talk to Mike Tiedman to see if the form has been submitted. The Variance for the height of this addition was approved at the October 19, 2015 Planning Commission meeting.

DeWitt asked Jaeger to provide the City with a completed copy of the Airspace Analysis for our files. We need to know that the FAA is okay with the height of the building.

Jaeger said he will provide that.

Foss said Loren Kohen has had several meetings with Mike Tiedman and Barry Jaeger and they have been working on the issue of the setbacks from the last warehouse that was built and fire walls that are needed. They have worked out the issues with Kohen and Kohen has given Foss his verbal approval with the recommendation that the fire wall requirements are put in the plans. Kohen wants a fire wall between the two buildings. Foss asked Jaeger on the outside materials of the addition.

Jaeger said it will be the same metal panels that match the existing.

Foss said no signage is needed and if they did want to put up signage they would need to take out a Building Permit.

Carlos Margaria, USDP Technical Director said they will not need signage.

Edmonds asked why the upgrade for a new fire wall is needed.

Jaeger said he believes the building is fine as is. He is adding the fire wall to separate this building from the existing building so it is its own building. This is what Kohen is requesting.

Foss said the Fire Chief asked that the fire connection be moved to the outside of the building. The airport approval will be recommended for final approval as well.

Heitschmidt asked Jaeger what the 60 foot setback issue was about.

Jaeger explained that when the last warehouse was built there was a 60 foot setback required from the east side of the building. The Building Code says 60 feet from the property line. It had

been approved for the warehouse to build it with a 60 foot setback. Kohen does not agree with that and wanted a fire wall added for this addition. The fire connection will be moved to the outside of the building, but the fire service will not be moved.

Edmonds asked if down the road if they need to replace the equipment in this addition, if they would need to exceed the 40 foot height of this building.

Margaria said if they added another still or replaced this one, they would design it to fit in the building.

Jaeger said 40 feet is a good number. Warehouses do not exceed 40 feet.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO APPROVE THE SITE PLAN FOR UNITED STATES DISTILLED PRODUCTS 5,491 SQUARE FOOT ADDITION LOCATED IN THE MN-1 INDUSTRIAL ZONING DISTRICT AT 1607 12TH STREET SOUTH, AT THE DESCRIPTION DESCRIBED AS; USDP ADDITION, LOT 1, BLOCK 1, PID #90-413-0105 AND USDP ADDITION, LOT 2, BLOCK 1, PID #90-413-0110, WITH THE FOLLOWING CONDITIONS:

1. PRIOR TO THE INSTALLATION OF ANY SIGNAGE, A SIGN PERMIT SHALL BE OBTAINED.
2. ANY CONDITIONS AND COMMENTS FROM THE CITY ENGINEER, PRINCETON PUBLIC UTILITIES COMMISSION, PUBLIC WORKS, FIRE MARSHALL/BUILDING OFFICIAL, STATE FIRE MARSHALL, CITY STAFF, AND PLANNING COMMISSION BOARD WILL BE ADDRESSED.
3. APPLICANT WILL SUPPLY A COPY OF THE APPROVED AIRSPACE ANALYSIS FROM THE FAA FOR THE HEIGHT OF THE BUILDING.

UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Edmonds asked staff if the maximum height restriction in the Zoning Ordinance should be changed from 30 feet to 50 feet in this district.

Foss thinks that would be too high. She will look into it.

HEITSCHMIDT MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:36 P.M.

ATTEST:

Jack Edmonds, Chairperson

Mary Lou DeWitt, Comm. Dev. Assistant