The meeting was called to order at 7:00 P.M., by Victoria Hallin. Members present were Dan Erickson, and Jeff Reynolds. Staff present were Robert Barbian (Administrator) and Mary Lou DeWitt (Comm. Dev. Assistant).

**APPROVAL OF MINUTES OF REGULAR MEETING ON OCTOBER 16, 2017**
REYNOLDS MOVED, SECOND BY ERICKSON, TO APPROVE THE MINUTES OF OCTOBER 16, 2017. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**AGENDA ADDITIONS / DELETIONS:**
REYNOLDS MOVED, SECOND BY ERICKSON, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**PUBLIC HEARING:**
A. #17-05 Zoning Newly Annexed Property to MN-1 Industrial District located 12636 320th Avenue Northwest
Community Development Director Memo:

REQUEST
Zoning of a newly annexed property to MN-1 Industrial District located at 12636 320th Avenue Northwest. Legal description is Lot 7, Block 1, Railside, Sherburne County, Minnesota, Section 4, Township 35N, Range 26W, PID #01-459-0135.

BACKGROUND
This is a newly annexed property owned by Ted Bell, Northstar Canoes. A new manufacturing facility is being constructed on site. This parcel is adjacent to MN-1.

Applicant Request
The Zoning Administrator is requesting the zoning for the purpose of creating additional industrial land.

ANALYSIS
Existing Conditions: The neighborhood in which this parcel is located contains industrial parcels to the north. This parcel is contiguous to MN-1 Industrial and Township property.

Future Land Use Plan (Comprehensive Plan): The City engaged in a Comprehensive Plan update back in 2009 that identified the long-range goals for development within the City. This zoning is compatible with future land uses.

Review Standards: The Zoning Ordinance does not list review standards for rezoning applications. However, many communities utilize the following factors as review standards in rezoning requests, which are being provided as information:
1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official city comprehensive plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms to all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city’s service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

CONCLUSION / RECOMMENDATION
City staff is in favor of providing industrial land in the City of Princeton and supports the new zoning.

Hallin opened the public hearing.

Ted Bell, applicant said he needed a larger site for his business.

Erickson asked if MN-1 Industrial District is compatible with the Sherburne County Industrial Zoning.

DeWitt said yes, they both are Industrial Zoning.

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

REYNOLDS MOVED, SECOND BY ERICKSON, TO APPROVE AND FORWARD TO THE CITY COUNCIL THE RECOMMENDATION TO APPROVE THE ZONING OF THE NEWLY ANNEXED PROPERTY LOCATED AT 12636 320TH AVENUE NORTHEAST TO MN-1 INDUSTRIAL DISTRICT. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission reviewed the Findings of Fact:
1. Is the rezoning consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.
3. Does the rezoning constitute spot zoning of the property? No.

B. #17-06 CUP to allow retail sales of products stored or manufactured on the site in a MN-1 Industrial District located at 12636 320th Avenue Northwest
Community Development Director Memo:

REQUEST
Conditional Use Permit to allow retail sales of products stored or manufactured on the site in a MN-1 Zoning District. The property is located at 12636 320th Avenue Northwest. Legal description: Lot 7, Block 1, Railside, Sherburne County, Minnesota, Section 4, Township 35N, Range 26W, PID #01-459-0135.

BACKGROUND
Ted Bell has requested the opportunity to sell retail products as an accessory use at his new
manufacturing facility.

**ANALYSIS**

MN-1 Industrial-Conditional Use Permit – Retail sales as an accessory use, provided that:

(a) Retail sales of products stored or manufactured on the site shall be allowed as an accessory use. A maximum of twenty percent (20%) of the floor area of the space occupied by the particular business, up to a maximum of eight hundred fifty (850) square feet, may be used for retail sales purposes. A single structure leased to more than five (5) tenants under separate leases shall have no more than ten percent (10%) of the total building area devoted to retail space as an accessory use. An accessory retail sales area of greater than eight hundred fifty (850) square feet per business may be approved by conditional use permit, provided that the maximum floor area percentages of this subsection are not exceeded.

(b) Parking as required for retail in this title shall be provided in addition to that required for the principal use.

(c) No sign or display in excess of four (4) square feet shall be placed on or off the property advertising the existence of the retail sales facility.

**CONCLUSION / RECOMMENDATION**

Ted Bell has agreed to the conditions stated above. Staff would recommend approval of the CUP for retail sales as an accessory use in MN-1 Industrial.

Hallin opened the public hearing.

Ted Bell, applicant said his sale area would be less than 800 square feet. He does fix canoes and gives the customer a hat and t-shirt.

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

REYNOLDS MOVED, SECOND BY ERICKSON, TO APPROVE ITEM #17-06 CONDITIONAL USE PERMIT TO ALLOW RETAIL SALES OF PRODUCTS STORED OR MANUFACTURED ON THE SITE IN A MN-1 INDUSTRIAL DISTRICT LOCATED AT 12636 320TH AVENUE NORTHWEST, WITH THE FOLLOWING CONDITIONS:

1. A MAXIMUM OF TWENTY PERCENT (20%) OF THE FLOOR AREA OF THE SPACE OCCUPIED BY THE PARTICULAR BUSINESS, UP TO A MAXIMUM OF EIGHT HUNDRED FIFTY (850) SQUARE FEET, MAY BE USED FOR RETAIL SALES PURPOSES.

2. PARKING AS REQUIRED FOR RETAIL IN THIS TITLE SHALL BE PROVIDED IN ADDITION TO THAT REQUIRED FOR THE PRINCIPAL USE.
3. NO SIGN OR DISPLAY IN EXCESS OF FOUR (4) SQUARE FEET SHALL BE PLACED ON OR OFF THE
PROPERTY ADVERTISING THE EXISTENCE OF THE RETAIL SALES FACILITY. A BUILDING PERMIT
MUST BE TAKEN OUT FOR ALL SIGNS AND REVIEWED AND APPROVED PRIOR TO INSTALLING.

UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

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.

C. #17-07 Rezoning from R-3 Multi-family Residential to B-2 Neighborhood Business District
located at 501 Smith System Road
Community Development Director Memo:

REQUEST
Kiernan Johnson on behalf of Casey’s Retail Company has submitted an application to rezone
the property at 501 Smith Systems Road from R-3 Multifamily Residential, to B-2 Neighborhood
Business District.

BACKGROUND
Kiernan Johnson, Supervisor of Store Development, on behalf of Casey’s Retail Company, has
submitted a site plan review application for the construction of a Convenience Store with Fuel
Sales at US Highway 169 and South Rum River Drive. The property address is 501 Smith
System Road.

The property is legally described as The Northwest Quarter of the Northeast Quarter of Section
4, Township 35, Range 26, Sherburne County, Minnesota which lies Northwesterly of a line run
parallel with and distant 75 feet northwesterly of the following described line:
Beginning at a point on the north line of said Section 4, distant 347.3 feet east of the north
quarter corner thereof; thence run southwesterly at an angle of 64 degrees 42 minutes, with
said north corner thereof; then run southwesterly at an angle of 64 degrees 42 minutes, with
said north line for a distance of 469.1 feet; thence deflect to the left on a 3 degrees 00 minutes
curve, delta angle 26 degrees 48 minutes for a distance of 600 feet and there terminating.
EXCEPTING THEREFROM: That part of Princeton Crossings according to the plat thereof on file
or of record in the office of the County Recorder, Sherburne County, that lies within the
Northwest Quarter of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota.

ANALYSIS

Existing Conditions: The neighborhood in which the parcel is located contains mostly public buildings, Princeton High School, and general neighborhood business.

The property is currently zoned R-3. The Rezoning application is being submitted with the Site Plan Review application. The property is being requested to be rezoned from R-3 Multi-family Residential to B-2 Neighborhood Business District. The purpose of the B-2, Neighborhood Business District is to provide for the establishment of highly limited scale neighborhood commercial centers and uses in existing commercial nodes that offer basic, convenience-type goods and services to the immediately surrounding areas in which they are located.

Review Standards: The Zoning Ordinance does not list review standards for rezoning applications. However, many communities utilize the following factors as review standards in rezoning requests, which are being provided as information:

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official city comprehensive plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms to all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city’s service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

CONCLUSION / RECOMMENDATION

Staff would recommend approval of the rezoning request from R-3 to B-2, based on the following findings:

1. The request is consistent with the Comprehensive Plan and the Future Land Use Plan.
2. The request to rezone this property would not greatly affect the integrity of the neighborhood.

Hallin opened the public hearing.

Jon Schuette, representative for Casey’s said they are proposing to access off of Smith System Road. Normally they would have two access, but this site only allows one. This is a tighter site location than they normally use. There is a storm water pond to the south of the site. Casey’s has a new design plan and this will be the first one they will build in that design. Each year they come up with a new plan prototype and this is an upgrade of the Zimmerman site.

Hallin asked if they are closing the current south Casey’s store when this one is built.
Schuette said he does not know what they plan for the south site. Casey’s do have two or three sites in a few towns.

Hallin said if they do close the south Casey’s site that they take out the underground tanks.

Schuette said they would follow all codes on that.

Barbian said it looks like a nice development for a store site. The City Attorney believes the rezoning to B-2 Neighborhood Business District could be challenged for the ground that the B-2 Ordinance states for a convenience store not associated with a gas station. It might be an allowable use, but he does not want it challenged. Barbian would like to see this zoned to the B-3 General Commercial District where motor fuel station pump islands are allowable use.

Schuette is okay with it. He understands this would need a new public hearing and construction will not happen this year.

Barbian said the B-3 District would be more compatible. There are sites between this proposed site, McDonalds, Caribou Coffee, and Shopko that are next to a B-3 District where it would help to rezone those and not have spot zoning. The Future Land Use Plan shows this area as Highway Business.

Erickson and Hallin support the rezoning change to a B-3 District.

Barbian said the City Attorney advised that we continue the public hearing and make a new public hearing with the B-3 Zoning request.

Schuette asked what if those three other sites do not want to change their zoning from B-2 District to B-3 District.

Barbian said the Planning Commission and City Council are serving the public and can make the recommendation of having it rezoned to B-3 District.

Schuette said in the spring they would begin building. They would like to get it built as soon as possible.

Barbian said we can have the continuation of the public hearing and zoning request to the B-3 District on this site along with the adjacent properties to the south of the site. He will contact the other property owners about rezoning to B-3 District.

ERICKSON MOVED, SECOND BY REYNOLDS, TO HAVE A CONTINUANCE OF THE PUBLIC HEARING FOR THE DECEMBER 18TH, 2017 PLANNING COMMISSION MEETING REZONING REQUEST ITEM #17-07 FROM R-3 MULTI-FAMILY RESIDENTIAL TO B-2 NEIGHBORHOOD BUSINESS DISTRICT LOCATED AT 501 SMITH SYSTEM ROAD. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.
Staff will contact the owners of the other three parcels, #90-405-0110, #90-405-0105, and #90-405-0115 to see if they would be interested in rezoning their sites to B-3 General Commercial District and also schedule a public hearing to rezone the site at 501 Smith System Road to B-3 Zoning District. If the three other sites are willing for a rezoning change to B-3 Zoning District they will be included on the public hearing.

D. #17-08 Variance to allow the required rear yard minimum setback of 30 feet to 17’ 10” feet for new construction in B-2 Neighborhood Business District located at 501 Smith System Road

Community Development Director Memo:

BACKGROUND
Kiernan Johnson on behalf of Casey’s Retail Company, has applied for a variance for the rear yard setback of 17 feet 10 inches. The required rear yard setback is 30 feet. The proposed construction would be located 12 feet 2 inches from the rear property line. The property address is 501 Smith System Road.

The property is legally described as The Northwest Quarter of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota which lies Northwesterly of a line run parallel with and distant 75 feet northwesterly of the following described line: Beginning at a point on the north line of said Section 4, distant 347.3 feet east of the north quarter corner thereof; thence run southwesterly at an angle of 64 degrees 42 minutes, with said north line for a distance of 469.1 feet; thence deflect to the left on a 3 degrees 00 minutes curve, delta angle 26 degrees 48 minutes for a distance of 600 feet and there terminating. EXCEPTING THEREFROM: That part of Princeton Crossings according to the plat thereof on file or of record in the office of the County Recorder, Sherburne County, that lies within the Northwest Quarter of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota.

ANALYSIS
The site is located north of Caribou and McDonald’s. It is south of Frontier Steakhouse. The site includes one parcel that is 1.29 acres in size. The project includes the construction of a 4,810 square foot, one-story building with 5 double sided fuel pumps, a 24’ by 136’ canopy over the fuel pumps and 2 underground fuel storage tanks. The building meets all height requirements. Access will be off of Smith System Road from the north side of the site. An application for rear setback is included with the site plan review application.

VARIANCE
A variance request was submitted for a rear yard setback of 17’ 10” instead of the 30’ required setback. The reason for this request is that the lot is longer north to south than it is east to west. To meet the 30’ required rear yard setback would significantly reduce the buildable space on the lot to the east and impact the space available for parking and drainage. The west side of the lot is backed up to a paved trail and tennis courts owned by the High School. Casey’s has agreed to put in additional natural screening in the form of landscaping to help buffer the
visual impacts of the rear of the building being located closer to the west property line and the high school property.

**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 - The 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 request for this variance is due to the unique shape of the lot. The granting of the variance will allow Casey’s to maximize space and is the appropriate land use.

It is Staff’s recommendation to approve the variance request.

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

Hallin opened the public hearing.

This item will need to be continued until the December 18, 2017 Planning Commission meeting. The rezoning of 501 Smith System Road will need to be reviewed and approved prior to this application.

ERICKSON MOVED, SECOND BY REYNOLDS, TO HAVE A CONTINUANCE OF THE PUBLIC HEARING FOR ITEM #17-08 VARIANCE TO ALLOW THE REQUIRED REAR YARD MINIMUM SETBACK OF 30 FEET TO 17’ 10” FEET FOR NEW CONSTRUCTION IN B-2 NEIGHBORHOOD BUSINESS DISTRICT LOCATED AT 501 SMITH SYSTEM ROAD. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

#17-09 Rezoning of right-of-way to ES Essential Services Overlay District to allow a 190’ foot cell tower

Community Development Director Memo:
REQUEST
The City of Princeton Zoning Administrator has requested an essential services overlay district to be placed in the right-of-way.

BACKGROUND
There has been a need for Public Safety communication improvement for the City of Princeton for an extended time. A tower of adequate height is required to amend this problem. An essential services overlay district will allow for a tower of this type to be constructed in the right-of-way north of Highway 95 that will meet the communications needs for the entire community.

The property is described as a right-of-way located between B-2 Neighborhood Business District and R-2 Residential District on a portion of Sixth Street North to ES Essential Services Overlay District to allow a 190’ foot cell tower for public safety communication located between parcels; Original Townsite, Block 33, Lot 7 and parcel Original Townsite, Block 41, Lot 12, Section 28, Township 36, Range 26.

ANALYSIS
Existing Conditions
The City of Princeton is in need of an adequate communications tower. See attached memos.

Review Standards
The Zoning Ordinance does not list review standards for rezoning applications. However, many communities utilize the following factors as review standards in rezoning requests, which are being provided as information:
1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official city comprehensive plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms to all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city’s service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

CONCLUSION / RECOMMENDATION
Staff would recommend approval of the zoning of an Essential Services Overlay District.

Chief Todd Frederick Memo:
The City of Princeton Public Safety Departments has been working on finding a solution on an issue regarding the communication with the 800 mhz system. Departments such as Police, Fire, Medical Services, Public Works and Public Utilities are unable to communicate on a consistent basis via the portable radios when officers, fire personnel and workers are inside some of the buildings within the City of Princeton. This is an unsafe situation for all City of Princeton employees and other public safety personnel and workers that operate in the area with hand held portables. This tower would be the start of the processes to correct this issue by allowing
public safety and other departments to install a simulcast system on the tower in the near future. If you have any questions please feel free to call me.

Fire Chief Ron Lawrence

**Regarding:** The City of Princeton has a public safety issue regarding communications. We are unable to communicate via radios when we are in some of the buildings inside the city. This is a detrimental issue for Fire and Police. This tower will be very important in starting to correct this issue by allowing public safety to install a simulcast radio system on this tower in the future. It will benefit public safety, city employees, and the citizens of Princeton to communicate inside buildings, keeping public safety employees safer. It will also benefit public works employees and everyone else who uses the 800 mhz radio system. This tower is a step in the right direction for public safety for the City of Princeton.

Hallin opened the public hearing.

Steve Stulz, AT&T Representative said he has been working with the City on communication covering issues they are having. The City staff directed him to the site and they also looked at a few others. This site would work well for AT&T. This tower would be built by AT&T and they would put their equipment on it and deed it back to the City. There would be a rent abatement for AT&T for a number of years. This procedure is not that common, but they have done it.

Erickson asked how tall the tower would be.

Stulz said it will be a total of 190 feet and the AT&T antenna will be at 150 feet mark. They did look at the Public Works building site and they thought the soil conditions were not viable because it was a dump site previously.

Barbian said staff is supportive of the location and the use of sharing the tower with AT&T. AT&T will have a lease agreement on it for 15-20 years.

Stulz said 25-50 years is the lease agreement and they would sign a rent abatement.

Barbian said rezoning would go to the City Council for final approval. AT&T will have to negotiate a lease with the City.

Erickson asked if they looked at the Industrial area and by the hospital.

Stulz said there are height restrictions by the hospital. They wanted a City owned site. City staff directed them to this site.
Reynolds asked on the footprint of the tower.

Stulz said 25 x 40 feet. There is adequate space on it.

Hallin likes one tower being used for different entities.

Erickson is not sure about the location.

Mark Campbell, 605 5th Avenue North, said he is not a fan of this. This will be an eye sore for the neighborhood and what kind of effect would it give off for phone and communications for their property.

Hallin said it could help communications for them and it is high enough.

Stulz said the regulations is regulated by the FCC Federal regulations.

Campbell said it will look awful in the neighborhood. Move it away from the houses there. North end of town is treated the worse he feels.

Barbian asked if there is tree or wooded areas at this site.

Stulz said there is a house on both sides of it.

Erickson said on the north of it is the person’s back yard.

Barbian said on a ground level they could mitigate landscaping. He cannot address the height.

Craig Mitchell 506 7th Street North, said it will look awful there. There has to be a better place for it. He is a block north of it and will be looking at it. It will be lit up light a Christmas tree so airplanes don’t hit it. What about the other sites they looked at. Does it have to be on City property.

Stulz said no.

Reynolds said it would cost us more if we were to build it.

Mitchell said he is surrounded by rental properties and now having this. There has to be a better spot instead of in a neighborhood. How about the grass runway.

Hallin said not in the fly zone.

Mitchell said how about Riebe Park.

Stulz said it cannot be by the water. The Princeton Public Utilities did not want it on their
property he was told.

Erickson believes there is a better location, maybe on school property.

Barbian said it is difficult for the staff here tonight because all we have is recommendations from other City staff.

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

Erickson would like more information on this.

REYNOLDS MOVED, SECOND BY HALLIN, TO APPROVE AND FORWARD ON TO THE CITY COUNCIL FOR RECOMMENDATION OF ITEM #17-09 REZONING OF RIGHT-OF-WAY TO ES ESSENTIAL SERVICES OVERLAY DISTRICT TO ALLOW A 190' FOOT CELL TOWER THAT WOULD BE LOCATED BETWEEN PARCELS; BLOCK 33, LOT 7, AND BLOCK 41, LOT 12, OF ORIGINAL TOWNSITE. UPON THE VOTE, THERE WERE 2 AYES, 1 NAY. (Ayes: Hallin and Reynolds. Nay: Erickson)

The Findings of Fact were reviewed:
1. Is the rezoning consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.
3. Does the rezoning constitute spot zoning of the property? No.

New Business:

A. Casey’s Site Plan Review for 501 Smith System Road
Community Development Director Memo:

BACKGROUND
Kiernan Johnson, Supervisor of Store Development, on behalf of Casey’s Retail Company, has submitted a site plan review application for the construction of a Convenience Store with Fuel Sales at US Highway 169 and South Rum River Drive. The property address is 501 Smith Systems Road.

The property is legally described as The Northwest Quarter of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota which lies Northwesterly of a line run parallel with and distant 75 feet northwesterly of the following described line: Beginning at a point on the north line of said Section 4, distant 347.3 feet east of the north quarter corner thereof; thence run southwesterly at an angle of 64 degrees 42 minutes, with said north line for a distance of 469.1 feet; thence deflect to the left on a 3 degrees 00 minutes curve, delta and 26 degrees 48 minutes for a distance of 600 feet and there terminating. EXCEPTING THEREFROM: That part of Princeton Crossings according to the plat thereof on file or of record in the office of the County Recorder, Sherburne County, that lies within the
Northwest Quarter of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota.

REZONING
The property is zoned R-3. The rezoning application is being submitted with the Site Plan Review application. The property is being rezoned from R-3 Multi-family Residential to B-2 Neighborhood Business District. The purpose of the B-2, Neighborhood Business District is to provide for the establishment of highly limited scale neighborhood commercial centers and uses in existing commercial nodes that offer basic, convenience-type goods and services to the immediately surrounding areas in which they are located.

VARIANCE
Casey’s is applying for a Variance for rear yard setback. The Variance Application is being submitted with the Site Plan Review.

Parking
The proposed 20 parking stalls meet the Ordinance standards for stall sizes and aisle widths. The proposed parking plan includes 19 standard stalls, 1 handicapped stalls and 10 available spaces at the fuel pumps.

LANDSCAPING
Proposed landscape plan includes all required components including details of all proposed vegetative landscaping materials, non-vegetative landscaping and screening materials, planting and construction schedule. All areas disturbed during construction shall be restored as soon as possible. Seeding and/or sodding shall occur according to code.

SIGNAGE
Proposed signage has not yet been thoroughly examined. Proposed signage will be evaluated at the time of sign permit application. Any proposed signage must meet ordinance requirements and a sign permit must be applied for.

BUILDING MATERIALS
The exterior of the building is to be constructed with stone veneer, brick and stucco. Building elevations are provided.

CITY ENGINEER
The City Engineer has reviewed the site plan application and submitted comments via a memo dated xxx in regards to the Smith Systems Road and Rum River Drive Traffic Analysis, grading and erosion plan, utility plan, SWPPP, and storm water management. All of the comments will need to be addressed by Casey’s Retail Company. Upon satisfaction of the Engineer requests, building permits can be applied for.

FIRE INSPECTOR
The Fire Inspector has reviewed the site plan application and he found no concerns with this plan.

CONCLUSION

Based upon the above review standards, city staff would recommend approval of the site plan review for the proposed Casey’s General Store and Fuel Sales, subject to any conditions that may come up at the meeting.

Casey’s Retail Company Project Narrative Memo:

Casey’s Retail Company is proposing the construction of a convenience store with gasoline sales in Princeton, Minnesota, located at 501 Smith System Road. The proposed development would include a one-story building consisting of 4,810 square feet, 5 double-sided fuel pumps, a 24’ x 136’ canopy over the fuel pumps, and two underground fuel storage tanks.

The proposed Casey’s General Store will have operating hours of 6 am – 11 pm, with possible extended hours of 5 am – 12 am, if permitted. The store will employ 20-25 employees, both part-time and full-time, and include management opportunities. There are 19 designated parking spaces, in addition to 10 available spaces at the fuel pumps. Included in the parking is handicap parking space.

The building materials for the proposed Casey’s General Store consist of stone veneer, brick and stucco.

The signage for the proposed Casey’s General Store will include a 3 product pylon sign and a number of signs on the building and canopy. The 3 product pylon sign will be a total of 35’ in height. The product sign will be located on the southeast corner of the parking lot.

The proposed Casey’s General Store will not have any outdoor storage.

Construction in expected to start in the spring of 2018 with construction ending in the fall of 2018.

Hallin opened the public hearing.

Barbian would like to speak with the applicant on the storm water and traffic concerns. The City Engineer seems to question the calculation and data used for the traffic counts for the afternoon when school dismissal time of 2:45 PM.

Jon Schuette, representative for Casey’s said they have addressed the comments from the City Engineer and they have been taken care of.
Barbian said the road traffic conditions need to be improved by the applicant.

Schuette said they are looking into it further. They are looking at the cost share with the school. If Casey’s had to correct traffic issues and they would like to talk to the Traffic Engineer and coordinate something. Casey’s does not want to take care of all the cost.

Hallin is concerned of the semi-truck weight.

Barbian said there needs to be sewer and water to the site.

Erickson said the current problem is caused by the school where they could reroute traffic. There is other outlets they could use. They could come out Northland drive from the school.

Barbian said they will have to see what the City Engineer says. We do not want to add to traffic issues.

ERICKSON MOVED, SECOND BY REYNOLDS, TO KEEP THE PUBLIC HEARING OPEN ON THE CASEY’S SITE PLAN REVIEW FOR 501 SMITH SYSTEM ROAD, FOR THE DECEMBER 18, 2017 PLANNING COMMISSION MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

Communication and Reports:

Verbal Report

A. B-3 Zoning Ordinance

DeWitt said the B-3 Zoning Ordinance that was handed out earlier if for the Planning Commission members to change out in their Zoning Ordinance books.

Barbian said he will put a monthly report together for all the Boards to update them on what is going on in the City.

B. City Council Minutes for October, 2017

The Planning Commission Board had no comments.

REYNOLDS MOVED, SECOND BY ERICKSON, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:27 P.M.

ATTEST:

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Victoria Hallin, Chair        Mary Lou DeWitt, Comm. Dev. Assistant