

**THE REGULAR MEETING OF THE PLANNING COMMISSION BOARD HELD ON MAY 20, 2013, 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 Mitzi Mellott, Tim Siercks, Dick Dobson, Chad Heitschmidt, and Jim Kusler, Princeton Township Representative. Staff present were Carie Fuhrman and Mary Lou DeWitt.

APPROVAL OF MINUTES OF THE REGULAR MEETING ON APRIL 15, 2013

DOBSON MOVED, SECOND BY SIERCKS, TO APPROVE THE MINUTES OF APRIL 15, 2013. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING: None

Edmonds asked the Planning Commission Board if on the agenda should be a place for add/delete additions to the agenda.

It was decided that for Item 3 on the agenda will read: Agenda Additions or Deletions.

OLD BUSINESS:

A. Inline Packaging Site Plan Revision

Fuhrman informed the Planning Commission Board that in November, 2012, Inline Packaging LLC was approved for a variance to the 40 foot front yard setback requirement and site plan review to construct a 7,500 square foot addition on to their existing building. The site is located at 1205 18th Avenue South; Lot 8, Block 3, Princeton Industrial Park Third Addition; and is zoned MN-1 Industrial.

Inline would now like to add an additional 1,250 square feet on to the north of the proposed 7,500 square foot addition, which requires approval of the revised site plan. This space would house the compactor. The 1,250 square foot addition (25 ft by 50 ft) will be in place of what was to be a new concrete drive, so no additional impervious surface is being proposed. In fact, an originally proposed loading dock to the east of the addition is no longer planned to be built, so the impervious surface is being reduced from what was originally planned. Also, it should be noted that this portion will not be encroaching into the setback.

The building materials will match the existing building. A colored perspective drawing, displaying the proposed addition was given to the Planning Commission.

The Planning Commission original condition of additional landscaping along the building elevation facing the ROW shall still stand.

An additional 1,250 square feet added as warehouse space would require an additional 0.6 parking spaces. The 46 total parking stalls being proposed appears to meet the Ordinance

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requirement.

The City Engineer is working with the applicant's engineer on the stormwater calculations. It appears the Airport Stormwater Project will not be approved by the FAA; however, Fuhrman is exploring other off-site stormwater options for the Industrial Park businesses. Inline may be able to handle their stormwater on-site, however.

EDMONDS MOVED, SECOND BY DOBSON, TO APPROVE THE SITE PLAN REVISION FOR INLINE PACKAGING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

NEW BUSINESS:

A. Allow Funeral Homes in B-2, Neighborhood Commercial District

Fuhrman informed the Planning Commission that she wanted to bring this for discussion. The Zoning Ordinance allows funeral homes in B-1 and B-3 Districts, but not in the B-2 Zoning District. Fuhrman would like the Planning Commission's thoughts on the interpretation of the Ordinance.

Dobson asked if B-2 goes up to the north end of the city by Casey's.

Fuhrman said yes.

Edmonds asked if someone is proposing a funeral home.

Fuhrman said yes.

Dobson said he is fine with having a funeral home allowed in B-2 Zoning, but does not want a crematorium in a residential area. The north end of town has a lot of residential properties.

Edmonds said his concern is the high volume of parking and the site needs to have the space for parking.

Dobson said egress and ingress on county roads needs to be addressed also.

Fuhrman agreed that the parking and egress and ingress would need to be addressed.

The Planning Commission said that if the interested party would like to bring this forward for an Ordinance change, they are welcome too.

COMMUNICATION AND REPORTS:

A. Verbal Report

Fuhrman informed the Planning Commission Board that the City Attorney reviewed the Shooting Range Ordinance Amendment and it will be on the Planning Commission Agenda for June 17, 2013 meeting.

The person who was interested in a Slaughter House has not contacted Fuhrman in regards to an Ordinance Amendment.

The applicant who was approved for the Interim Use Permit to have chickens was also approved by the City Council. A few of the Planning Commission members had seen their coop and said it looks nice.

Fuhrman said the first week of June the Community Development Department will have an Intern starting to work for the summer. Fuhrman plans to have him update the fence application and the handouts that go with it. He will also be working on the Subdivision Ordinance.

Jim Kusler, Princeton Township Representative said the township had their annual clean up day and there were residents from the City that thought they could drop off their items. The township explained that this was for township residents only. Kusler wants to encourage the City to have their own clean up day. It helps residents get rid of items. For the township it helps keep the county ditches from having litter. The township has earned a few hundred dollars in the last couple years with having this clean up day. They are able to recycle some electronics and other items.

Fuhrman said that is a good point. She will bring it to weekly staff meeting.

B. City Council Minutes for April, 2013

The Planning Commission Board had no comments.

DOBSON MOVED, SECOND BY HEITSCHMIDT, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:27 P.M.

ATTEST:

Jack Edmonds, Chairperson

Mary Lou DeWitt, Comm. Dev. Assistant