THE MEETING OF THE PLANNING COMMISSION HELD ON APRIL 15TH, 2019, AT 7:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS

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The meeting was called to order at 7:00 P.M., by Dan Erickson. Members present were Jeff Reynolds, Eldon Johnson, and Victoria Hallin. Staff present were Robert Barbian (City Administrator), Stephanie Hillesheim (Community Development Specialist), and Mary Lou DeWitt (Community Development Assistant).

Absent was Scott Moller.

APPROVAL OF MINUTES OF REGULAR MEETING ON FEBRUARY 25, 2019
REYNOLDS MOVED, SECOND BY JOHNSON, TO APPROVE THE MINUTES OF FEBRUARY 25, 2019.
UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS: None

PUBLIC HEARING: None

NEW BUSINESS:
A. School District Informational Discussion - Ben Barton, Princeton Superintendent
Ben Barton introduced himself to the Planning Commission Board. Barton said he has been the District Superintendent for eight months. Barton said he will be presenting the information of the trend from an analysis that has been done. The School District has visions for the community for quality of life. Students are our future and labor force. What are the qualities of the Princeton schools and the town, do they attract families to want to live here. The future physicality needs in the schools are being addressed now where we know for long range planning what is going to be needed for updating in our schools. The schools in Princeton serves 3,500 students. The school system here is one of the largest employers of the community. Residents have come up to him and given him what needs to be changed or done with the school system, but the School District wants data driven information. The data he is going to show you tonight is a demographic for future population and if we have the space to adjust in our facilities. They also need to have future range on the schools if the facilities can change for new data that is developed. Expenditures need to be in place for the upkeep of the buildings. Barton is sharing the demographic study that was done and he showed a map with the district area. He showed the birth rates for the last ten years and in Princeton the birth rate has declined 28.6%. There have been more births in the townships than in the city.

Barter said that this information helps the future of Princeton where good decisions can be made to bring more in. He wants to see the enrollment increased. He wants to work with the City in making that happen. There are a lot of other School Districts that border Princeton and market share living is a big incentive for moving to Princeton. As a School District they want to
People are looking at a good school, affordable housing, and quality of life because the young generation has high expectations.

Erickson mentioned that Johnson is a Realtor and can give advice of what people are looking for and what the perception of the School District is.

Barton said he would like to work with the local Realtors and see what is needed to bring people in and what they are looking for. He wants to work with the City boards to help the community grow. The biggest variable is jobs in the community. How do we attract more jobs to the area. We live around a lot of towns and people here see what other towns have. That is the new reality that we are in.

Erickson asked on the study on the enrollment does that count online academy.

Barton said no, it is those that go into the buildings. He said the online virtual academy is bursting at the seams. These are classes that are not in the school. There is 38-40 online classes and Princeton is one of those.

Erickson asked what could be needed in the community to bring more here.

Barton said jobs and affordable living. He sees as a trend south of here there is condos and townhomes and they are affordable and condense. He likes the new trails that are being built in the city. Any enhancements for recreational use will help the city also. Businesses and schools partnering together to help with workforce and such. Have the students stay here or if they leave they want to come back and raise their families. We have to look at community visioning.

Barbian said we need to look at our planning to help assist the growth aspect.

**B. Land Use Plan**

Barbian said the Land Use Plan is for future growth. The land use goes three miles outside the city limits to show the future growth. This is just a plan and can change, but there needs to be something in place for future land use. The transportation plan is also being looked at.

DeWitt explained the process of how she has been coding the parcels on the Land Use Plan with either low residential density, high residential density, commercial, industrial, commercial and industrial mix, parks, airport, commercial and residential mix, and Institutional.

**C. Right-Of-Way Code of Ordinance for Small Cell Towers**

Mary Lou DeWitt, Comm. Dev. Assistant Memo:
The League of Minnesota Cities sent an email to the City that there is a deadline to Adopt and Publish Small Cell Facility Aesthetic Standards by April 15, 2019. If a city fails to adopt and publish small cell aesthetic requirements by April 15, it may lose the ability to impose such standards. The City Council adopted the revised Right-of-Way Code of Ordinance for Small Cell Towers Facilities on April 11th, 2019.

DeWitt has gone through the City Code of Ordinance, Title 8. Streets/Sidewalks, Chapter 800 – Right-of-Way Management and added regulations for the Small Cell Tower Facility in the right-of-way. The small cell wireless facility can be mounted to an existing street light fixtures and poles so the regulations had to address the Princeton Public Utilities guidelines also. A small cell wireless facility permit shall be required for installations within the public right-of-way. The objective of this Ordinance is to strike a balance between preserving and protecting the character of the City and Princeton Public Utilities through careful design, siting, and camouflaging techniques to blend these facilities into their surrounding environment and provide other reasonable conditions upon such placement and use of the ROW, while enhancing the ability of small wireless facilities carriers to deploy small wireless facilities and wireless support structures in the City effectively and efficiently so that residents, businesses, and visitors benefit from ubiquitous and robust wireless service availability. The Code of Ordinance does not allow them in Residential and Historical Districts.

DeWitt explained this is in the Code of Ordinance and that is approved by the City Council. It is not the Zoning Ordinance. These standards for the Small Cell Tower Facilities had to be adopted by April 15th and we can always update it in the future.

**D. Municipal Stormwater: MS4 Update**

Stephanie Hillesheim, Comm. De. Specialist

The Minnesota Pollution Control Agency recognizes stormwater runoff as a leading source of water pollution; harming surface waters such as lakes, rivers, streams and wetlands. Management of stormwater runoff is important in protecting surface waters from pesticides, fertilizers, oils, metals, pathogens, salt, sediment, litter, and other debris. Stormwater from impervious surfaces also collects faster and in larger capacities causing harm to rivers, streams and wetlands. Certain municipal separate storm water systems (MS4) are required to follow stormwater regulations under the Clean Water Act and Minnesota Rule 7090.

**An MS4**

A municipal separate storm water system (MS4) is a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, storm drains, etc.
The Minnesota Pollution Control Agency (MPCA) regulates the following MS4s:

1. An MS4 located fully or partially within an urbanized area as determined by the latest Decennial Census and owned or operated by a publicly owned entity that has the potential resident capacity, bed count occupancy, or average daily user population of 1,000 or more.

2. The entire jurisdiction of a city or township that is located fully or partially within an urbanized area as determined by the latest Decennial Census and owns or operates and MS4.

3. An MS4 owned or operated by a municipality with a population of 10,000 or more.

4. An MS4 owned or operated by a municipality with a population of at least 5,000 and discharges or has the potential to discharge stormwater to one of the following:

   a. A water identified as an outstanding resource value water as identified in Minn R. 7050.0180, subparts 3 and 6.

   b. A water identified as a trout lake or trout stream as identified in Minn. R. 6264.0050, subparts 2 and 4.

   c. A water listed as impaired under section 303(d) of the Clean Water Act, 33 U.S.C. §1313.

Retrieved from https://www.cra.state.mn.us/water/municipal-stormwater-ms4

**Recommendation:**
City staff would like to make you aware of the requirements for the MS4 Permit since the population of the City of Princeton is nearing 5,000 and the Rum River has been identified as an impaired stream under section 303(d) of the Clean Water Act. Permit requirements includes a public notice process along with submittal of application documents.

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

Barbian said this is giving the City knowledge of what will be expected when the City reaches 5,000 in population.

**COMMUNICATION AND REPORTS:**

A. Verbal Report
Barbian said the next Planning Commission meeting on May 20th may be a joined meeting with the EDA Board and Bob Mack will present the Downtown Design Guidelines. The Planning Commission has to approve the type of changes MacDonald & Mack Architects is presenting. The EDA Board approves the loan.
B. City Council Minutes for March, 2019
The Planning Commission Board had no comments.

REYNOLDS MOVED, SECOND BY HALLIN, TO ADJOURN THE MEETING. UPON THE MOTION, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:53 P.M.

ATTEST:

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Dan Erickson, Chair  Mary Lou DeWitt, Comm. Dev. Assistant