THE MEETING OF THE PLANNING COMMISSION HELD ON APRIL 16, 2018, AT 7:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS

The meeting was called to order at 7:00 P.M., by Dan Erickson. Members present were Jeff Reynolds, Eldon Johnson, Scott Moller, and Eugene Stoeckel (Princeton Twsp. Rep). Staff present were Robert Barbian (Administrator) and Mary Lou DeWitt (Comm. Dev. Assistant).

Absent was Victoria Hallin.

APPROVAL OF MINUTES OF REGULAR MEETING ON MARCH 19, 2018

REYNOLDS MOVED, SECOND BY JOHNSON, TO APPROVE THE MINUTES OF MARCH 19, 2018.
UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:

REYNOLDS MOVED, SECOND BY JOHNSON, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING: None

OLD BUSINESS:
A. Comprehensive Plan Review
Barbian said in a month or two this will be on as a public hearing. Transportation and road system will be looked at. Currently the City Council is reviewing franchise fees that would help fund the trails and will be linked to Riverside Park. WSB Engineering will be attending the next Park Board meeting and will come up with a plan on this. There will be a public hearing on May 23rd for the public to make recommendations.

NEW BUSINESS:
A. ALDI Site Plan Review
Community Development Assistant Memo:

BACKGROUND
ALDI Store has submitted a Site Plan application for the construction of a 22,245 square feet grocery store. The site address is 1911 5th Street North location on Lot 1, Block 1, Rivertown Crossing. This property is zoned B-3 Commercial Zoning District. The parcel is 2.47 acres located west of Princeton Wine & Spirits and north of the Walmart Retail Store.

PARKING
The proposed 98 parking stalls meet the Ordinance standards for the stall sizes and aisle widths. The parking plan include 94 stalls, 4 handicap stalls. One parking space for each 250 sq. ft. for useable floor area and one for each employee of the largest shift which would equal 94 parking stalls required.

LANDSCAPING
At least 25% of the land area shall be sodded and landscaped with approved ground cover, shrubbery and trees. At least 3% of the internal parking area shall be landscaped. The plans
show 50% of the building perimeter shall be landscaped in an area not less than 5’ feet wide. The proposed landscape plan includes all required components including details of all proposed vegetative landscaping materials, non-vegetative landscaping, and screen materials, planting and construction schedule. All areas disturbed during construction shall be restored as soon as possible. Seeding and/or sodding occur according to code. If because of weather conditions sodding and/or seeding is unadvisable, a temporary certificate of occupancy may be issued subject to an escrow deposit to assure compliance by no later than July 1st of the following year.

The dumpster location is on the southeast side of the site and sits down within the recessed loading dock below ground which provides the majority of the screening. There is a 4’ foot decorative fence constructed on top of the wall as well to provide some additional screening and they are proposing landscaping along the side of the dock that will screen anything that sticks up from above the top of the dock wall. The plans show a row of 16 yellow dogwood 24” shrubs along with a 6’ foot white columnar pine as screening.

Impervious area is 72.2% where the Ordinance states maximum lot coverage of 60%. The City Engineer has reviewed the drainage plans and has no concerns.

**BUILDING MATERIALS**
The exterior of the building is to be constructed with modular brick, edge metal, and aluminum composite panels.

**SIGNAGE**
ALDI’s is proposing to replace the current pylon sign at Princeton Wine & Spirits with a new multi-tenant pylon sign located on the Liquor Store site. This pylon signage will need an agreement between ALDI’s and the City. They also are requesting a monument sign on the northeast corner of the site. Examples of what ALDI’s is intending for the pylon and monument signage are included for review. Staff will review the signage submitted with the Building Permit that they meet the Signage Ordinance requirements prior to approval of the permit and installation.

**CITY ENGINEER**
Please see attached memo from Andy Brotzler, City Engineer. All comments and recommendations need to be addressed.

**RECOMMENDATION:** Staff would recommend approval of the Site Plan with the following conditions:
1. The Plans reflect the conditions and conclusions of the City Engineer.
2. Know Box be placed on the building in coordination with the Fire Chief.
3. The Building Permit for the pylon sign, monument, and wall signage meet the ordinance and approved by staff and the Building Inspector prior to issuance of a Building Permit and installation of all signage.
4. All necessary permits shall be applied for and approved prior to construction, including, but not limited to: Building Permit, Water Access Charge (WAC), Sewer Access Charge (SAC), and Signage Permit.

Andy Brotzler, City Engineer with WSB

Memo
Re: ALDI Store #102, Princeton, MN Site Plan Review Comments
WSB Project No. R-010817-000

We have completed a review of the preliminary site plan submitted on March 23, 2018 for ALDI Store #102, Princeton, MN. Based on this review the following comments are noted:

**General Comments**

1. The construction of a 5-foot concrete sidewalk along the 21st Avenue from the existing pedestrian ramp at the Walmart driveway, north to 5th Street North is to be added and constructed by ALDI’S.

2. The proposed driveway locations have been reviewed and are deemed to be acceptable.

3. A cross-access agreement between ALDI’s and the City of Princeton will be required for the proposed shared driveway.

4. Storm sewer design calculations for a 10-year event are to be provided to evaluate the adequacy of the proposed storm sewer and inlets for the site.

5. Storm sewer shall be reinforced concrete pipe (RCP).

6. It is not clear why the proposed watermain is routed around the perimeter of the building to the rear of the building.
   a. Extension of proposed watermain to the front of the building is to be considered.
   b. In the event the proposed watermain entry remains at the rear of the building the following should be addressed:
      i. Proposed watermain shall be buried with a minimum cover of 7.5 feet.
      ii. Pipe profiles and cross-sections shall be provided for all shown utility crossings to verify that no conflicts exist.
      iii. The proposed watermain shall be located a minimum of 10 feet from the east property line.
   c. The watermain split between fire suppression system and domestic service shall occur within the building.
Fire Marshall Comments – (Loren Kohen)

1. Fire hydrant locations around the perimeter of the site are to be shown for review.

2. The Fire Department fire sprinkler connection shall be shown and located at the front of the building.

3. Plans are to show how and where utilities and water service enter the building.

4. The rear of the building must be accessible and always kept clear.

5. Gas and electric meters must be ten feet from where the water service enters the building.

6. Parking is not allowed at the entire front of the building and must be posted at 20 feet on center (No Parking) with 7-foot signage.

7. Cart storage must be fire sprinkled.

Ryan Anderson, ALDI Engineer introduced himself to the Planning Commission. He said the shared access and pylon sign still needs to be looked at with the City. The proposed store will fit nice in that area and they are hoping to have it open before the year is out. There is plenty of green space.

Reynolds asked if this is the standard size of the ALDI’s.

Anderson said yes, ALDI’s have increased the size of their stores the last few years so it is what they are making now. The main access is off of Fifth Street North and then a shared access with the City liquor store. There is no storm water management on the site, and the City Engineer wants to see a ten-year event to evaluate the adequacy of the proposed storm sewer and inlets for the site and he will follow up with the City Engineer. There will be a bike rack added to the site and also a sidewalk to Walmart that will be included with the next submittal.

Barbian mentioned that the impervious coverage is a little over the required allowance so as long as the storm water meets the ten-year event it will be okay. The cart storage requirement to be sprinkled will be removed. The City Attorney does not believe a formal easement agreement will be necessary for the shared access with the City liquor store. We can just agree on it.

Anderson said that ALDI has done shared access agreements at some of their other sites and this would need to be discussed at cooperate office.

Johnson believes that an access agreement should be necessary.
Barbian said it is a natural process to use that shared easement and the two entities would be flexible.

Erickson said ALDI’s would not want to lose the second easement and the agreement should be in place.

Anderson said they would want a document in place to have it for future record.

Erickson likes that the City is flexible, but it is good to have one in place.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE ALDI STORE SITE PLAN FOR THE CONSTRUCTION OF A 22,245 SQUARE FOOT BUILDING LOCATED AT 1911 5TH STREET NORTH ON LOT 1, BLOCK 1, RIVERTOWN CROSSING, IN THE B-3 COMMERCIAL ZONING DISTRICT, WITH THE FOLLOWING CONDITIONS:

1. THE PLANS WILL REFLECT THE CONDITIONS OF THE CITY ENGINEER AND FIRE MARSHALL MEMO DATED APRIL 9, 2018. ALDI STAFF AND CITY STAFF ARE STILL REVIEWING CHANGES THE CITY IS REQUESTING AND THE FINAL CONDITIONS WILL NEED TO BE APPROVED BY THE CITY PRIOR TO ISSUANCE OF THE BUILDING PERMIT.

2. A KNOX BOX BE PLACED ON THE BUILDING IN COORDINATION WITH THE FIRE CHIEF.

3. THE BUILDING PERMIT FOR THE PYLON SIGN, MONUMENT SIGN, AND WALL SIGNAGE MEET THE ORDINANCE AND BE APPROVED BY CITY STAFF AND THE BUILDING INSPECTOR PRIOR TO INSTALLATION. A SHARED PYLON SIGN AGREEMENT WITH THE CITY LIQUOR STORE BE IN PLACE BEFORE ISSUANCE OF THE BUILDING PERMIT.

4. ALL NECESSARY PERMITS SHALL BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION, INCLUDING, BUT NOT LIMITED TO: BUILDING PERMIT, WATER ACCESS CHARGE (WAC), SEWER ACCESS CHARGE (SAC), AND SIGNAGE PERMIT.

5. A CROSS-ACCESS AGREEMENT BETWEEN ALDI’S AND THE CITY OF PRINCETON BE IN PLACE FOR THE PROPOSED SHARED DRIVEWAY.

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

B. Concept Plan 55+ Single Family Housing

Andy Brotzler, City Engineer with WSB Memo
Re: Concept Plan Review Comments – Price Custom Homes

Following is a summary of the concept plan review from the Development Review Committee meeting on April 5, 2018 for the Price Custom Homes project:

1. It is understood that the development streets are proposed to be public streets. As such, the proposed streets shall meet the city standard for urban design with a 32-foot curb-to-curb dimension.

2. Proposed rights-of-way shall be 60 feet in width.
3. The proposed street connection to Old CR 18 shall be designed to intersect at 90 degrees.

4. The proposed street extension to the hockey arena property shall be designed to intersect the property at its southeast property corner, improving the entry to the hockey arena parking and moving it away from the residential rear yard.

5. Based on the current concept plan, the right-of-way for the proposed east-west street should be moved north to the property line to eliminate the currently shown outlot area.

6. Shifting the eastern segment of the proposed road south will add value to the land to the south and should be considered.

7. Watermain for the project will need to be connected to existing watermain within the hockey arena property. The developer will need to secure a 20-foot permanent drainage and utility easement to facilitate this connection.

8. Watermain will need to be connected to the existing 8-inch watermain located at the northeast corner of the site.

9. The developer will need to provide sanitary sewer lift station to facilitate sanitary sewer service. It is anticipated that the lift station will be sited near the northeast corner of the project with a forcemain connection south to existing sanitary sewer with in Old CR 18. The location of the lift station will need to be evaluated further. It is anticipated that the lift station will need to be located within either an easement or platted outlot with a paved access from the site to a public street.

10. An easement/corridor for the extension of sanitary sewer and water service to the existing industrial and commercial uses to provide screening.

11. Berming and landscaping is an ordinance requirement between the proposed site and existing industrial and commercial uses to provide screening.

12. The developer will need to provide street lighting.

13. Fire code allows up to 30 homes to be served without a second access point/road.

Barbian introduced Dan Schroeder the Realtor representing the party who is selling the land. Schroeder said this is a concept plan and he is here with the owner of the property John Westling. The plans show that the road going into the hockey arena would service this site. The intended developer is looking at buying some land from TUCS Equipment Inc. for an easement. A lift station may be involved and fill possibly. Schroeder showed a plan of what the developer would like to do where it would be a development of single family homes. This would be the most cost effective plan for the site.
Barbian said the site would need to be rezoned to residential and the area would need some fill. A lift station may be needed. The interested party may not proceed with this development, but there could be a different potential buyer that would want to develop this site. Barbian thought it would be best to bring it to the Planning Commission to see their views on this type of development for the site. The City Engineer’s memo indicates the concerns that need to be addressed.

Moller asked how many homes are they proposing for this site.

Schroeder said thirty-eight.

Barbian said he is not sure if one access road would be enough for this site.

Johnson is fine with the residential use for this site.

Moller asked if there are any environmental concerns at this site.

John Westling, owner of the property said no, this property was never involved and the other property had been looked at 20 years ago and any concerns were taken care of.

Barbian said the easement to the hockey arena could be used as a private drive. The water main needs to connect to the hockey arena with an eight-inch loop.

Schroeder said Marty Tucs would sell half his land to the developer, but the developer believes he needs it all.

Barbian said with the Industrial and commercial site by this, there needs to be a landscape plan and street lights.

Schroeder said each home would have a separate lot. Some would be for sale and some for rent.

Reynolds said after the cul-de-sac to the right does it just end.

Schroeder said that is in hopes to buy the extra land from the hockey arena and just a stub there now for future plans of growth if possible.

Barbian said the intended buyer was looking at phases on this project. There would be a temporary cul-de-sac. There was a comment to have more distance from the units. They are at a minimum now and the Fire Department would like to see 20 feet, but that would have to be researched more.

Johnson asked if the City needs to get an easement.
Barbian said an easement would have to be a dedicated easement. Marty Tucs would have to dedicate it.

Johnson said there needs to be a public road.

Stoeckel asked if the City would allow an easement without a stub.

Barbian said no, they need a hammer head or cul-de-sac.

Schroeder said it is a good fit. He does not see this as a commercial spot.

Johnson likes the idea of residential by the hockey arena and Mark Park.

Barbian said if this hooked up to the hockey area there could be a trail to the park.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE CONCEPT PLAN FOR THIS SITE AND ENCOURAGES THE CONTINUED PROCESS OF THE PROPOSED DEVELOPMENT. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

C. Concept Plan Sherburne Lakes Senior Living
Robert Barbian, City Administrator Memo:

BACKGROUND
A concept development plan has been presented to the City for Sherburne Lakes. The development design is for approximately 124 manufactured homes. The concept involves targeting a senior clientele with amenities.

There are a number of items under review by the developer in considering the feasibility of moving forward. Some of which are the installation of a water system and a sewer collection system which includes a lift station. A deposit has been set in place for the City to study the methods in which sewer and water service can be made available. Preliminary results have been presented to the developer.

As the City Engineer was reviewing the method to serve the development the owner of the Princeton Gold Course and their engineer, Bogart Peterson presented a concept to develop the property along 4th Avenue South. This potential development has a number of impacts. Included is the impact on how Sherburne Lakes would be served with sewer and water.

At this time preliminary information has been assembled by WSB and Bogart Peterson and distributed to the developers.

The City is waiting to hear from the owners of the Golf Course to see what their intentions are. The next step for the Sherburne Lakes concept review will be for the City to consider staff
comments and recommendations which will be finalized in the near future.

Barbian said sewer and water would need to be extended to the site and that is a long extension. The pressure is not as good so it may need to be looped. Staff was initially thinking of going right out of the well of the treatment plant. The golf course was thinking of twin homes on their site and he is waiting to hear back from them. Their Engineer said the new flood plain maps do not have this area in the flood plain. This development could not happen if it is in the flood plain. We may proceed with one or both. The project changes significantly if the golf course does not want to develop on their land.

Johnson asked who pays for the extension of the sewer and water.

Barbian said in this case the city would have to construct this with a public road and then charge assessments.

Johnson said if there are 40 curb stops, there is a lot if assessed and if bonding for this project then the City could end up paying for it.

Barbian said a letter of credit may have to be done for this so the city is not responsible for the infrastructure.

**COMMUNICATION AND REPORTS:**
Barbian had not comments at this time.

**B. City Council Minutes for March, 2018**
The Planning Commission Board had no comments.

JOHNSON MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:33 P.M.

ATTEST:

_________________________  _________________________
Dan Erickson, Chairperson   Mary Lou DeWitt, Comm. Dev. Assistant