THE MEETING OF THE PLANNING COMMISSION HELD ON NOVEMBER 18, 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 Scott Moller, Eldon Johnson, Jeff Reynolds, and Gene Stoeckel, (Princeton Twsp. Rep.). Staff present was Mary Lou DeWitt (Comm. Dev.).

Absent was Victoria Hallin

APPROVAL OF MINUTES OF REGULAR MEETING ON OCTOBER 21ST, 2019
MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE MINUTES OF OCTOBER 21, 2019. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:
JOHNSON MOVED, SECOND BY MOLLER, TO ADD UNDER NEW BUSINESS, ITEM B, BREMER BANK NEW PYLON SIGN. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING:
1) #19-05 CUP for current Mini-storage at 1800 15th Street North

Mary Lou DeWitt, Comm. Dev. Memo:

BACKGROUND
Jared Hansen, applicant has a mini-storage facility located at 1800 15th Street North. When Mr. Hansen built the storage facility in 2015, the B-3 General Commercial District required an Interim Use Permit. One of the conditions of the Interim Use Permit Resolution is if Mr. Hansen sells the site the Interim Use Permit terminates on the sale. Mr. Hansen is in the process of selling the storage facility. In 2017, the Zoning Ordinance was amended to allow mini-storage facilities with a Conditional Use Permit in the B-3 District. The reasoning for this Ordinance amendment is that Conditional Use Permits stay with the land. With the pending sale of the property, Mr. Hansen has taken the steps to have the storage facility an allowable use with the Conditional Use Permit.

CONDITIONAL USE PERMIT STANDARDS
The Planning Commission shall grant a Conditional Use Permit and shall order the issuance of such permit only if it finds that such use at the proposed location complies with the following standards:
1. The proposed use does not violate the health, safety or general welfare of Princeton residents.
2. The proposed use has been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution, and sedimentation.
3. Adequate parking and loading is provided in compliance with the Ordinance.
4. Possible traffic generation and access problems have been addressed.
5. The proposed use can be accommodated with existing public services and will not overburden the City’s service compacity.
6. The proposed use conforms to the City’s Comprehensive Plan and is compatible with present and future land uses of the area.

**CONDITIONAL USE PERMIT CONDITIONS**

In approving any Conditional Use Permit, the Planning Commission may impose conditions which it considers necessary to meet the standards of this ordinance and to protect the best interest of the surrounding area or the City as a whole. Failure by the applicant or property owner to comply with conditions of approval shall result in the revocation proceedings according to Subsection E of the Administration and Enforcement of the Conditional Use Permit of the Zoning Ordinance.

These conditions may include, but are not limited to, the following:
1. Ingress and egress to property and proposed structures thereon with particular reference to vehicle and pedestrian safety and convenience, traffic flow and control, and access in case of fire or other catastrophe;
2. Off-street parking and loading areas where required, with particular attention to the terms in Subd. 1 and the economic, noise, glare, or odor effects of the conditional use on nearby property.
3. Refuse and service areas, with particular reference to the items in Subd. 1 and Subd. 2 above;
4. Utilities with reference to location, availability, and compatibility;
5. Diking, fencing, screening, landscaping, or other facilities to protect adjacent or nearby property;
6. Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;
7. Required yards and other open space;
8. General compatibility with present and future land uses of the area; and
9. Hours of operation.

**CONCLUSION**

Based on the findings that the proposed Conditional Use Permit appears to meet the standards for the Mini-storage Unit Facility and the general review standards for a Conditional Use Permit, as listed in the Zoning Ordinance, staff would recommend approval of the Conditional Use Permit of the current Mini-storage Unit Facility at 1800 15th Street North, subject to the following conditions:

1. Units are to be used for dead storage only. Units are not to be used for retailing, auto repair, human habitation, or any commercial activity. Storage of any flammable or hazardous material is prohibited.
2. No outdoor storage is permitted.

3. All new signage will need to be reviewed and approved by staff, prior to the issuance of a building permit.

4. This is an established mini-storage unit facility and will need to stay in the conforms of the B-3 General Business District Zoning Ordinance guidelines along with the Conditional Use Permit standards and conditions stated in the Administrative and Enforcement section.

REYNOLDS MOVED, SECOND BY MOLLER, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Mary Fjeld, 1411 17th Avenue North, said she lives by this site and it is run good. She hopes the fence stays in place.

DeWitt said that is part of the Zoning Ordinance requirement that the site has to be fenced.

JOHNSON MOVED, SECOND BY REYNOLDS, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE ITEM #19-05 CONDITIONAL USE PERMIT FOR 1800 15TH STREET NORTH, WITH THE FOLLOWING CONDITIONS:
1. UNITS ARE TO BE USED FOR DEAD STORAGE ONLY. UNITS ARE NOT TO BE USED FOR RETAILING, AUTO REPAIR, HUMAN HABITATION, OR ANY COMMERCIAL ACTIVITY. STORAGE OF ANY FLAMMABLE OR HAZARDOUS MATERIAL IS PROHIBITED.

2. NO OUTDOOR STORAGE IS PERMITTED.

3. ALL NEW SIGNAGE WILL NEED TO BE REVIEWED AND APPROVED BY STAFF, PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.

4. THIS IS AN ESTABLISHED MINI-STORAGE UNIT FACILITY AND WILL NEED TO STAY IN THE CONFORMS OF THE B-3 GENERAL BUSINESS DISTRICT ZONING ORDINANCE GUIDELINES ALONG WITH THE CONDITIONAL USE PERMIT STANDARDS AND CONDITIONS STATED IN THE ADMINISTRATIVE AND ENFORCEMENT SECTION.

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

The Planning Commission Board 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.

Are there conditions that could be attached to the granting of a permit that would mitigate any potential the adverse impact? Yes.

The Commission approves the Conditional Use Permit, based upon the Findings of Fact, with the noted conditions.

**OLD BUSINESS:** None

**NEW BUSINESS:**

A. Solar Garden
Stephanie Hilleshiem, Comm. Dev. Specialist

**Background:**
Connexus Energy has been working to locate a solar farm in the Princeton area with Ron Bowen of Prairie Restorations. Working with Ron Bowen they have centered on a site near the airport flight path. The site is partially in Zone A and Zone B. The company has advanced a Solar Glare Study done by Forge Solar showing the project adheres to FAA requirements. A large step in the project moving forward. The MnDOT review concluded with the following statement: “I have reviewed this proposal and it meets FAA criteria for off-airport solar installations. Structures such as solar panels may be prohibited by use restrictions in Zone A. Contact your airport zoning administrator for a determination.” Other communications from MnDOT indicate that solar panels may be considered a structure which would require a variance to be allowed.

Since this time further analysis of the location has occurred. This lead to the determination that an easement exists on a major portion of the planned solar garden which further prohibits use of the land for obstructions. The easement was purchased by the City, possible with MnDOT support.
Analysis:
City staff, Sherburne County staff, Prairie Restorations, EDF Renewables and Conexus Energy met to discuss the site and possibilities for locating the solar garden on another section of land owned by Prairie Restorations.

The site plan and topographical work have been conducted to ensure the project can be completed in 2020. Moving the site would delay the project.

The attached map displays the area being considered as well as flight Zones A and B. The majority of the easement is located in Zone A. Connexus Energy and EDF Renewables are contacting MnDOT to discuss the possibility of building the Solar Field. Connexus Energy and EDF Renewables are hoping to gain approval from MnDOT and apply for an interim use permit from the city.

Recommendation:
This is an update and no action is recommended at this time.

The Planning Commission Board remembered some past discussion on this.

DeWitt said staff will keep them updated.

B. Bremer Bank new Pylon Sign
Mary Lou DeWitt, Comm. Dev. Memo:

REQUEST
Bremer Bank is changing their logo and have submitted a permit application to replace their current pylon sign, wall sign, and one directional sign. The property is located at 202 Rum River Drive South and is in the B-1 Central Business District. The Zoning Ordinance requires a pylon sign be approved by the Planning Commission.

ZONING PROVISIONS
Pylon Signage: The sign height of twenty (20’) feet meets the maximum sign height with a minimum of ten (10’) feet between the grade level and the bottom of the sign, and the proposed sign will have a fourteen (14’) foot clear area. The maximum sign area is 75 square feet and the proposed sign will be approximately fifty-one (51’) square feet with an LED illuminated cabinet. The Sign Ordinance requires that the sign cannot be attached to any building or structures and must be a minimum of fifteen (15’) feet from any surrounding buildings or structures and cannot extend over public sidewalks or streets. The current pylon sign does extend over the sidewalk and the applicant is moving the signage in a few feet of the
grass area to meet the Ordinance requirement and will give at least fifteen (15”) feet minimum distance to the building.

CONCLUSION/RECOMMENDATION
The proposed pylon signage meets the zoning requirements and staff would recommend approval of the sign permit based on the following conditions:

1. The building permit is reviewed an approved by the Building Inspector and staff. The plans are to be Engineered signed.

Reynolds liked the LED lighting.

Erickson questioned if the pylon pole should be moved closer to the building for visual safety for seeing Rum River Drive traffic for both pedestrians and vehicle traffic.

Reynolds suggested reducing the width of the pole from the 40” so it does not disturb the traffic visibility.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE PYLON SIGNAGE FOR BREMER BANK WITH THE CONDITIONS THAT THE POLE IS MOVED CLOSER TO THE BUILDING BUT KEEPING THE MINIMUM OF 15’ FEET FROM THE BUILDING OR MAKING THE POLE SMALLER IN WIDTH. STAFF CAN REVIEW THE CHANGE MADE AND APPROVE IT. THE BUILDING PERMIT IS REVIEWED AND APPROVED BY STAFF AND THE BUILDING INSPECTOR. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

COMMUNICATION AND REPORTS:
A. Verbal Report
   1) January & February meeting date change
Mary Lou DeWitt, Comm. Dev. Memo:

Each year the Planning Commission reschedules their January and February Planning Commission meetings in observance of Martin Luther Kind Jr. Day and President’s Day.

In the past the Planning Commission Board is in agreement, the date change will be for the following Monday’s:

January 27th, 2020
February 24th, 2020
JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE PLANNING COMMISSION DATE CHANGES TO JANUARY 27TH, 2020 AND FEBRUARY 24TH, 2020. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS.

B. City Council Minutes for October, 2019
The Planning Commission Board had no comments.

JOHNSON MOVED, SECOND BY MOLLER, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:43 P.M.

ATTEST:

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Dan Erickson, Chair                             Mary Lou DeWitt, Community Development