
MEMORANDUM



TO: Mayor & City Council
FROM: Mary Lou DeWitt, Comm. Dev. Zoning Specialist
SUBJECT: **Lot Split at 920 West Branch Street and Quit Claim Deed**
DATE: March 17th, 2020

BACKGROUND

Kelly Johnson, (KDJ Custom Homes, LLC) applicant has submitted a Lot Split application for the property located at 920 West Branch Street, PID #24-028-3403.

ZONING

The property site is located in the R-3, Multiple Family Residential District. The proposed use will be for a single family structure on each lot. For a single-family dwelling, the minimum finished ground level main floor area of the various kinds of dwellings shall be as follows:

- * one story with basement – 1,000 square feet
- * one story without basement – 1,100 square feet
- * New one or two-family dwellings that for each unit there be an enclosed garage for at least two cars, constructed of a minimum of three hundred ninety-six (396) square feet (18' x 22')
- * Lot area minimum square feet 12,500
- * Lot width minimum square feet 80 feet (shall be taken at the setback line)
- * Maximum lot coverage 30%
- * Front yard minimum 30 feet
- * Side yard minimum 10 feet
- * Street side yard minimum 20 feet
- * Rear yard minimum 30 feet
- * Maximum height 30 feet

With the Lot Split, Parcel A would have 24,042 square feet and Parcel B would have 12,532 square feet.

QUIT CLAIM DEED AND LOT SPLIT

This is a vacant lot that fronts West Branch Street and to the rear is Hwy. 95. When the parcel was surveyed the property pin was located in West Branch Street. This creates the lot without the required street frontage, the owners of A and B would have to cross private property to access the street. City Attorney advised to eliminate any issues it would be best the property owner Deed to the City of Princeton, proposed Parcel C of the survey, for right of way, drainage, and utility purposes a Quit Claim Deed. The Deed has been prepared by the City Attorney and is being reviewed by City Council at their March 26th meeting. If approved, the City will pay \$1.65 Deed tax due and the document will be recorded along with the Lot Split Resolution #20-19 at Mille Lacs County.

Since the property abuts MnDOT right of way, a permit is required to perform any work in the State Right of Way. Staff has forward the proposed lot split to Jonathan Mason, MnDOT permit governing authority and he will write a formal response. MnDOT will be looking at no

additional increase in storm water runoff to the State Highway 95 right of way. The Developer would need to provide computations of all storm water directed toward the right of way to MnDOT. MnDOT does not have setback requirements, they require that whatever is being built can be maintained without entering into State Right of Way to do those duties. Access to the lots will only be allowed from West Branch Street.

CONCLUSION/RECOMMENDATION

Quit Claim Deed:

Staff recommends the City Council approve the Quit Claim Deed to the City of Princeton for the right of way, drainage, and utility purposes of Parcel C of the survey. The applicant and City will need to sign the Deed for recording.

Lot Split:

The proposed Lot Split appears to meet the standards for the Zoning Ordinance. Staff would recommend approval of Resolution #20-19 Lot Split at 920 West Branch Street, subject to the following conditions (as listed in the Ordinance):

Permitted Uses

In the R-3 Multi-Family District, no building or land shall be used and no building shall be erected, converted, or structurally altered, unless otherwise provided herein, except for one or more of the following, as well as similar uses:

- * Any use permitted in R-2 District;*
- * Single family dwelling unit;*
- * Two family dwelling unit;*
- * Condominiums;*
- * Multi-family structures;*
- * Townhouses;*
- * Group homes or foster homes serving mentally retarded or physically handicapped persons and licensed day care facilities not exceeding 16 persons;*
- * Buildings temporarily located for purposes of construction on the site for a period of time not in excess of such construction;*
- * Decorative landscape features including, but not limited to, pools, arbors, hedges, wall, shrubs, and trees;*
- * Private garage and carport or parking space;*
- * Private swimming pool, tennis court, or other site necessary to conduct a home sporting event;*
- * Accessory buildings not exceeding 1000 square feet related to the above principal use;*
- * Parks & open spaces.*

Conditions of Approval:

The Planning Commission held a public hearing for the Lot Split at their March 16, 2020 meeting and moved to forward recommendation for approval to the City Council for their review at the March 26, 2020 meeting, Resolution #20-19. Conditions of approval:

1. City Council approve the Quit Claim Deed prior to approval of the Lot Split.
2. Written approval from MnDOT must be obtained and given to the City prior to issuance of building permits.

3. The R-3 Multi-Family Residential Zoning Ordinance requirements be followed.
4. Access to the parcels is only from West Branch Street.
5. Grading plans need to be submitted to the City prior to the building permit approval.
6. Developer will need to contact Princeton Public Utilities and Public Works for water and sewer hookup from West Branch Street and where to access hookup will be for the second site.
7. Developer will need to contact Princeton Public Utilities on power to the two sites.
8. A Digging Permit will be obtained from the City prior to digging in the street.
9. A Building Permit and SAC/WAC permit must be applied for and approved prior to construction for each site. Staff will provide the addresses for each site.