
MEMORANDUM



TO: Airport Advisory Board
FROM: M McPherson, City Administrator
SUBJECT: **Amendment of Airport Zoning Ordinance**
DATE: April 2, 2021

The 2018 Airport Master Plan shows a single runway; the cross-wind runway having been removed. The 1978 Airport Zoning Ordinance, however, references runway 40-22, the cross-wind runway. In order to remove the cross-wind runway from the ordinance and the zoning map, the ordinance and map need to be amended.

Per MN Statutes 360, the following process to amend the ordinance and map needs to occur:

1. Convene a joint airport zoning board. The board will be comprised of two representatives from the municipality that owns the airport (Princeton), two representatives from a county impacted by the airport (Sherburne) and two representatives from a municipality/town impacted by the airport (Princeton/Baldwin Townships). In this case, impacted equals impacted by the airport hazard.
2. The board will review the amended ordinance and conduct a public hearing regarding the amendment. The hearing notice is to be published in the official paper, one additional paper of general circulation, and posted to the City's website. The property owners affected by the amendment are also to receive written notice.
3. Prior to adoption of the amended ordinance, the amendment must be provided to the Commissioner for review for conformance with the statutory requirements.

Work on the above tasks will begin shortly. Once I can convene the joint airport zoning board, the amended ordinance will be presented. I will provide a detailed schedule to the Advisory Board once I have it prepared.