

**THE MEETING OF THE PLANNING COMMISSION HELD ON MARCH 16, 2020, AT 7:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 7:00 P.M., by Victoria Hallin. Members present were Eldon Johnson, Jeff Reynolds, and Scott Moller. Staff present were Robert Barbian (City Administrator), and Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

Absent was Dan Erickson.

APPROVAL OF MINUTES OF THE REGULAR MEETING ON FEBRUARY 24, 2020

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE MINUTES OF FEBRUARY 24, 2020. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:

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

PUBLIC HEARING:

A. Rezoning for a parcel at the Fairgrounds A-2 Agricultural 2 District to B-3 District

Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

REQUEST

Michele McPherson, Fair Board President has submitted an application to rezone one of the Fairground properties from A-2 Agricultural to B-3 General Commercial District. The property site is located at 1400 3rd Street North.

BACKGROUND

This parcel is one of the five parcels the Mille Lacs County Agricultural Society owns that is known to residents as Mille Lacs County Fairgrounds. The request for rezoning is parcel PID #24-029-0901 and located on the northwest corner of their site and ease of Hwy. #169.

Mille Lacs County currently has a billboard sign on the site and has an opportunity to replace that billboard signage with an updated LED sign that will be used for advertising the Fair activities and off-premise advertising that will have a changing copy where they will be selling ads. MnDOT's permitting requirements fall under MN Statute 273 – Outdoor Advertising Statue. The sign is outside the highway right-of-way, but they have permitting authority by statue. MnDOT should be reviewing the changing board frequency and brightness of the signage. That being said, MnDOT requires the zoning of the site to be commercial or they will not issue a permit. The north lot adjoining this parcel is zoned B-3 General Commercial District and would not create spot zoning.

The sign vendor will be contacting the Princeton Public Utilities on what power will be needed to the site.

EXISTING LAND USES

The existing land use is consistent with Mille Lacs County Agricultural Society and will remain with that use. MN Statues, Chapter 38, County Agricultural Societies, Fairs, Extension Service exempts fairground from the local zoning regulations.

FUTURE LAND USE PLAN (Comprehensive Plan)

The Future Land Use Plan designates this area as Parks & Open Space. The neighboring site north of this parcel is designated as Commercial. If the Planning Commission and City Council approve the zoning change to B-3 District, staff will amend the City’s Future Land Use Plan of the Comprehensive Plan and also amend the Zoning Map.

RECOMMENDATION

Based on the above analysis, staff recommends the Planning Commission recommend to the Council approval of the rezoning of the property at 1400 Third Street North, PID #24-029-0901 From A-2 Agricultural 2 to B-3 General Commercial District, based on the following Findings of Fact:

1. The proposal complies with the B-3 General Commercial District use since the site is adjacent to the B-3 District.
2. There have been no changes in the character of the vicinity. The use will stay the same.
3. The MN Statues, Chapter 38, County Agricultural Societies, Fairs, Extension Service exempts fairgrounds from the local zoning regulations. The rezoning does not constitute spot zoning.

PROPOSED BILLBOARD SIGN:

Staff has provided a photo of the proposed replacement of the Mille Lacs County Agricultural Society billboard. The signage will have LED lighting and the sign area will be 10’ feet in height with 38.5’ feet in width, a total of 385’ square feet. The sign height will be 24’ square feet. The examples provided show the advertisement for the Fair and Speedway. Michele McPherson said there may be offsite advertising also, which the MN State Statue allows under Chapter 38 regarding income from the rental or lease of property may be used for any or all of the following purposes:

- (1) Acquisition of additional real property;
- (2) Construction of additional buildings; or
- (3) Maintenance and care of the society’s property.

There is no action required by the Planning Commission on the signage.

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

Michele McPherson, Fair Board President introduced herself to the Planning Commission Board and thanked them for accepting the application. Currently on the parcel is the billboard and existing horse arena. The Ag Society has a lease agreement in place with the sign company to

replace the current billboard sign. A permit has to be acquired from MnDOT and they will only allow the permit if they are in the commercial or industrial district. The new sign will be LED changeable sign and will be about the same size as the current one, slightly higher. The sign faces will advertise the fairgrounds and Speedway. The sign company will maintain the sign and will have off-site remote to make ad changes on the sign. The property will stay the same, they might have to do some maintenance on the horse arena.

Barbian asked if this is a typical LED sign you see on the interstate that rotates ads.

McPherson said the sign will rotate every 15 seconds. It is similar to the one in Elk River by Home Depot and Menards, but not as tall.

Barbian asked if it will be one or two ads displayed at a time.

McPherson said on the fairgrounds the ad is one. They will work with the sign company and will flip one message at a time. She has not started to design the sign board yet.

Barbian said the State regulates on commercial signage, do they have regulations on how often the sign flips.

McPherson said the sign company has the right on the rotation and that is by Statue 273. This Statue has been in place for a number of years. They have not updated it.

Barbian asked if other cities regulate theirs.

McPherson said not for billboards. There is a case law in Mpls and St. Paul and the old style message changeable board was regulated years ago when she was in Elk River, but that was years ago. Cities and counties can regulate the size of billboards, but the County regulates how far they are from each other. The County does not regulate the changing of the sign.

Barbian asked what steps the Fair Board will regulate the sign.

McPherson said the Fair Board would not regulate the signage. They could sell to companies and split the signage to two displays. She will talk to the lease holder and have them flip at the same time. It will be less visible clutter.

Hallin asked who gets the fees for the renting of the sign.

McPherson said the sign company. They are taking on the entire cost of installing the sign. The fair will not get lease money, instead they will be able to advertise the fairgrounds events on the sign. If someone inquiries to the Fair Board about putting an ad on the sign, the Fair Board can get a referral fee. The fair gets two flips on fair dates. Relay for Life will be coming to the fair grounds and they will work with the sign company to put an ad on the sign. That would be

part of their free flips. Big events like the Pumpkin Chunk-in they will work with to put on the sign, nonprofit events.

Hallin asked how the current sign got on the property without rezoning.

McPherson said it has been there at least 30 years, but she does not know the exact time. Possible it was put up before the Statue was in place.

Hallin said in the 1970's probably.

McPherson said most likely. Probably when the Speedway went up. The lease is for ten years and can be extended by either party. There is an out clause. The sign will have a 10-15 year life span. Bulbs might need to be changed before then. It has security cameras on it and has smart technology built in where it tells the sign company that it needs to be fixed. This sign company has a number of signs in the St. Cloud area. The current billboard sign on the site needs new skins. The current sign is 20 feet high and the new one will be four feet taller.

Hallin asked how many years the lease will be for.

McPherson said it will be a ten year lease. The fairgrounds needs ads to get exposure to the activities that will be happening. If the lease is not extended after the ten years then the sign company will remove the sign. She hopes it is a successful partnership with the Fair Board and sign company and it can continue beyond the ten years.

Hallin asked when the ten years is up, does the Fair Board lose the land.

McPherson said no, it is a lease of the ground where the sign is placed, a ground lease.

Moller commented that this will be a nice improvement for the fairgrounds.

McPherson said it will benefit the Fair, Speedway, and nonprofit organizations along with the July 4th community celebration. They hope to advertise on this sign year-round.

Hallin opened the public hearing.

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

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE AND FORWARD TO RECOMMENDATION OF APPROVAL TO THE CITY COUNCIL FOR THE REZONING REQUEST FOR ONE OF THE PARCELS OWNED BY THE FAIR BOARD THAT IS CURRENTLY ZONED A-2 AGRICULTURAL 2 TO B-3 GENERAL COMMERCIAL DISTRICT THAT WOULD HOST THEIR

REPLACEMENT BILLBOARD SIGN, PARCEL #24-029-0901. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:

1. Is the rezoning consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.
3. Does the rezoning constitute spot zoning of the property? No.

B. Lot Split for 920 West Branch Street (PID #24-028-3404)

Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

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.

PROPOSAL

This is a vacant lot that fronts West Branch Street and to the rear is Hwy. 95. When the parcel was being 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 for right of way, drainage, and utility purposes a Quit Claim Deed and the City Council will review that 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 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

The proposed Lot Split appears to meet the standards for the Zoning Ordinance. Staff would recommend approval of the 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 temporary located for purposes of construction on the site for a period of time not in excess of such construction;*
- * Decorative landscape features including, but no 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:

If the Planning Commission approves the Lot Split, they can forward recommendation for approval to the City Council for their review at the March 26, 2020 meeting. Condition of approval:

1. City Council approve the Quit Claim Deed prior to approval of the Lot Split.

2. Written approval from MnDOT obtained and given to the City prior to issuance of building permits.
3. That the grading & stormwater plan be approved by the City.
4. The R-3 Multi-Family Residential Zoning Ordinance requirements be followed.
5. Access to the parcels is only from West Branch Street.
6. Grading plans need to be submitted to the City prior to the building permit approval.
7. 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.
8. Developer will need to contact Princeton Public Utilities on power to the two sites.
9. A Digging Permit will be obtained from the City prior to digging in the street.
10. 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.

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

Kelly Johnson, applicant introduced himself. He said he purchased this one acre lot and wants to split it for two homes. There would be a smaller slab house with a two car garage.

Barbian asked on the grading of the driveway.

Johnson can provide that information with the building plans.

Hallin opened the public hearing.

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

MOLLER MOVED, SECOND BY REYNOLDS, TO APPROVE THE LOT SPLIT AND FORWARD RECOMMENDATION FOR APPROVAL TO THE CITY COUNCIL OF PARCEL #24-028-3403 WITH THE FOLLOWING CONDITIONS:

1. CITY COUNCIL APPROVE THE QUIT CLAIM DEED PRIOR TO 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 PRINCEOTN 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.

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

C. Variance to allow Solar Garden in Zone A of Princeton Airport

Community Development Memo:

Background:

Connexus Energy and EDF Renewables have finalized the location of the Solar Garden. Please see attached maps depicting the location and layout. A portion of the Solar Garden is in Zone A and therefore requires a Variance be considered in order for construction to proceed. The proposed Solar Garden is ~23 acres and sits on a 90-acre parcel.

This project is also subject to Sherburne County Zoning. Currently the property is zoned Urban Expansion which does not allow solar gardens. A request for a change in zoning and interim use permit is in the process with Sherburne County.

Analysis:

Discussions between the City, Connexus Energy, EDF Renewables and the Manager of Aviation Safety and Enforcement for MnDOT Aeronautics have concluded that "Minnesota Rules (8800.2400) prohibits land use structures in Zone A, but permits auto parking and recognized the similarity between auto parking and solar panels. The purposes stated for the restrictions on the property use in airport zoning is to limit population and building density in the runway approach areas, thereby creating sufficient open space so as to protect life and property in case of an accident." Mr. Braunig also noted that due to the structure limiting population density and being low to the ground, MnDOT would not be taking action against the project should a variance be approved for the use. Although appropriate safeguards are appropriate to put in place protection in order that obstructions do not exceed protected airspace heights of both natural and manmade improvements, especially within the approach zone.

In discussions of the variance two items have been agreed to by the owner of the property, to provide an extension of the Non-Build Easement be added and recorded on the remaining south-west corner of existing Zone A and that heights limitation of all new natural planting shall utilize materials that shall not exceed air space limitations and an easement shall be granted allowing access for all maintenance of any and all obstructions.

Another item to consider is the life of a solar garden and what will happen to the property when the proposed solar garden is decommissioned. The City has been advised, in the interest of residents and the airport, to ensure the identified parcel reapply for a variance if a new solar garden is constructed in place of the original solar garden proposed for this project.

Variance Standards:

A variance shall not be granted by the Planning Commission unless it conforms to the following standards:

1. Is the variance in harmony with the general purposes and intent of the Zoning Ordinance?
2. Is the variance consistent with the Comprehensive Plan?
3. Does the property owner propose to use the property in a reasonable manner not permitted by the Zoning Ordinance?
4. Are there circumstances unique to this property not created by the landowners?
5. Will the issuance of the variance maintain the essential character of the locality?
6. Does the alleged practical difficulty involve more than economic considerations?

Recommendations:

City staff has concluded that, provided certain conditions are met the competing interests can be a positive direction for the community.

Therefore it is recommended that the Planning Commission consider the variance application and set the following standards allowing the solar garden use.

- A. That a no build easement be added to the balance of Zone A.
- B. An access easement be established on the parcel for access to enable maintenance of the air space from all-natural obstructions.
- C. All new plantings have mature heights that do not exceed air space limits, which are to be included in the 7460 application to the FAA.
- D. The solar glare analysis is completed and accepted by MnDOT and FAA.
- E. All solar panels and fencing not exceed a height of 12'.
- F. The solar garden use require renewal at which time the panels require repowering, approximately 25 years.
- G. That the Developers agree to not object to future installation of utilities or road extensions adjacent or around the solar development to achieve cost efficiencies.
- H. That the garden be located a minimum of 10 feet from the RPZ.

Further, separate from the variance rezoning change has been requested for the parcel. The solar development is approximately 23 acres a part of a 90-acre parcel. It is recommended that the City request Sherburn County rezone only the 23 acres, leaving the balance of the parcel as Urban Expansion so that competing land uses do not occur.

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

Ian Schonwald, EDF Renewables representative was present and also Ron Bowen, property owner. Schonwald said this is a solar project for Connexus and will go on the Connexus grid and not being sold to other parties. This will help the Connexus membership have lower energy cost. Tonight Baldwin Township is holding a rezoning meeting for this site. They have had several conversations with City staff over this project. The FAA was concerned with the Glare Study. MnDOT had given the local jurisdiction on approving what would be able to go there. In this zoning there is a restriction of a lot of people and high structures. MnDOT reviewed the

letter of request and did not approve of the project, but was within the spirit of what is intended and was okay to forward to the City for final approval. Sherburne County has the restrictions for an interim use permit and that is moving forward. The panels will be 5-6 feet off the ground and rotates to follow the sun. The panels will reach the absolute height of 10-11 feet. The existing trees will remain around the property and has to be okayed by Sherburne County and they will see what trees need to stay for screening. Prairie Restoration wants to plant shade plants in the area of the solar garden.

Ron Bowen said this is a unique opportunity that the shade will give opportunity to plant under the panels. This will help him and Connexus. It is an interesting project.

Schonwald said the height restrictions is one of the few for ag use.

Ron Bowen said the recommendation of the approval of the variance has conditions that is with Zone A and the approach to the landing strip and Barbian is suggesting that an access easement be established to maintain the approach of Zone A and B of all natural obstructions. This needs clarity. Is that the trees, and what height. There needs to be a height listed on this. Who would be obligated to maintain the airspace. A good portion is in field production, but there is a number of trees out there and who would take care of them.

Barbian said the area planted by the solar garden is maintained by the Developer. The approach to Zone A and B of the airport zoning has the ability to maintain the current trees. This gives them right to access the trees that are there now. The obstruction of trees will need to be trimmed in the near future. Staff asked that one to five trees be trimmed with this project.

Schonwald said the trees on the west of the property site is a row of trees going north and south in an L shape. They are not sure if they are talking about one tree or five.

Bowen said Zone B is a lot bigger.

Barbian said they would like an easement to cut the trees.

Bowen said a reasonable part of Zone A and B would damage the wetland area if equipment went in there. When you get out of the wetland, those tree lines were planted and there is big 60-70 foot trees and so for the solar production, you cannot have shade. Is that going to change historically in 40 years or so where the trees are cut trees down closer to the runway. Control burns in the wetland have also been done with an understanding with the City and they would like to still do this. Zone B is a bigger footprint.

Barbian said the height regulations could be the distance of RPZ area and Zone A and B. That type of reference can be for the height. MnDOT inspected the area and pointed out some trees that are getting tall.

Schonwald said in Zone A is about 1,600 feet away from end of runway. 40-1 run to rise, and that means a 40 feet maximum point. Further away, the higher the trees can be.

Bowen wants to work with the City and does not have an issue with tall trees in the flight zone. We do not want the requirement to remove them and that should stay with the City where they have the equipment.

Barbian said he does not know if it is one or five trees.

Bowen said they will be taken down some trees in Zone B for the solar use.

Hallin opened the public hearing.

Barbian said it took time to make the changes where this would work. They have worked through the areas of questions.

Robert Peters, resident asked what the variance is for.

Barbian said that building In Zone A is an obstruction and has to have a variance to allow it. This site will host a solar panels.

Bowen said they will have farm access to the proposed solar garden site and it is still unclear of where it will be coming from, but he will provide the access to the site.

Barbian said the county is working on the access.

Schonwald said access is from the driveway from Bowen's property.

Barbian said there has been discussion of where the wire will be laid out.

Bowen said the feed will be hooked up from County Road 45.

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

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE VARIANCE TO ALLOW A SOLAR GARDEN WHERE A PORTION WILL FALL INTO ZONE A OF THE PRINCETON MUNICIPAL AIRPORT, PROPERTY IS LOCATED AT 31922 128TH STREET NORTHWEST, PID #01-005-4000. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:

1. Is the variance in harmony with the purpose and intent of the Ordinance? Yes.

2. Is the variance consistent with the Comprehensive Plan? Yes.
3. Does the proposal put the property to use in a reasonable manner? Yes.
4. Are there unique circumstances to the property not created by the landowner? No.
5. Will the variance maintain the essential character of the locality? Yes.
6. Does the alleged practical difficulty involve more than economic considerations? No.

D. Conditional Use Permit and Preliminary Plat Review for Restaurant & Brewery at Golf Course

Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

REQUEST

Todd Olin, Sambatek on behalf of James & Amanda Berglund, owner of the property and the Golf Club have applied for a Conditional Use Permit and a Preliminary Plat application to construct a restaurant and brewery as an ancillary/supporting use to the existing Golf Course in the R-3 Multiple Family Residential District.

BACKGROUND

The subject property is located east of 4th Avenue South and north of the Golf Club Road. The site is Outlot 4, PID #24-320-0440, north of the current Club House. The proposal is for a restaurant and brewery to be built on this site and once they open the doors, the current Club House will be demolished. The new facility will also host the golf course rentals of the golf carts and playing a round of golf.

CONDITIONAL USE PERMIT STANDARDS

The Planning Commission 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

Golf courses are permitted use in the R-3 District with the issuance of a Conditional Use Permit. With this being a different parcel, a CUP will be necessary for the project to move forward.

Conditions of approval of the CUP may include, but are not limited to, the following:

1. Ingress and egress to property and proposed structures thereon with particular reference to vehicles 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 items 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 to protect adjacent or nearby property;
6. Sign, 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 met the standards for the restaurant and brewery as an ancillary/supporting use to the existing Golf Course, as listed in the Zoning Ordinance, the Planning Commission may approve the Conditional Use Permit located on Outlot 4, PID #24-320-0440, subject to the following conditions:

1. The site plan be approved by the City including the storm water by City Engineer.
2. The Final Plat of the site be approved by the City Council.

PRELIMINARY PLAT REVIEW

The proposed restaurant and brewery building will be 9,160 square feet; hosting a brewery, kitchen, stage, private dining, bar office/store, and bar. An outdoor patio will be located on the east side of the building.

Zoning: The site is located in R-3 Multiple Family Residential District. The site area is 3.14 acres. The building area is .21 acre and the green space is 1.76 acre.

Setbacks: Front yard 30 feet
Side yard 10 feet
Street side yard 20 feet
Rear yard 30 feet

Parking: Parking required 112 stalls
Parking provided on-site 89 stalls
Parking provided off-site 23 stalls
ADA parking required / provided 5 stalls (The plans show the ADA stalls are 8' feet and the minimum parking stall is 9' feet by 18' feet, total of 180 square feet.)

The Planning Commission may allow sharing of required off-street parking by two separate uses provided the normal peak parking times of the two uses do not coincide. Only the off-street parking spaces not normally used by the off-peak use shall be counted as off-street parking for the peak use. Each use shall have the total required off-street parking available during their respective periods of peak parking use. A long-term agreement in the form of a non-reversible easement shall be negotiated whereby both uses are bound to the establishment and maintenance of the shared off-street parking.

All parking facilities designed for a capacity of five (5) or more parking stalls shall have a setback from all adjoining property lines of three (3) feet.

The entire parking area, including parking spaces and maneuvering lanes, required under this section shall be provided with a durable, dustless surface in accordance with specifications approved by the City Engineer. The parking area shall be hard-surfaced within one year of the date the permit is issued.

The owner of any parking or loading area shall maintain the area in good condition without holes and free of all dust, trash, and other debris. The loading area is on the northwest side of the building and shall be marked by appropriate signs.

The parking lot layout has three islands. Staff has reviewed the plans and believes this should be adequate maneuvering with the 26' foot drive lanes.

Bicycle Parking: The total parking requirement is one space for each off-street parking spaces required. The bicycle parking spaces shall be equipped with bicycle racks. This should be located near the front of the building.

Street Access: Access to the site will be as it currently is off of 4th Avenue South and Golf Club Road. There is an existing 33' foot R.O.W. of Golf Course Road. The plans show vacating Golf Club Road that could be frontage road to this site. This vacation will be coming to the Planning Commission at their April 20th meeting where more explanation is provided. Their plan is to create an easement for utility, drainage, maintenance, and access in place of this where people canoeing will be able to use the current Golf Course parking lot and walk to the river access area.

Landscaping: Sidewalks along the building are 6 feet in width. The plans show 50% sodded and landscaped with approved vegetation around the site and 8% of the internal parking area shall be landscaped. The applicant is proposing to add evergreens on the west side of the site to give the residential area additional blockage.

Dumpster: The location of the enclosed dumpster is on the southwest corner of the lot. The materials will match the building.

Sanitary Sewer: There is a 20-foot sanitary sewer easement that runs north to south through the middle of their current parcel and the proposed site. On the current site this easement is

located under an existing building. On the proposed site the plans show a patio area being built over the easement. The City Engineer will be reviewing the plans and commenting.

There are two brewery grain silos on the west side of the building. The applicants will need to provide to the City the amount of yeast product that will be going into the sewer system.

Storm Culvert: There is an existing storm culvert on the northeast corner of their current Golf Course parking lot. This culvert will stay in place with an 8 foot walking bridge over it to the restaurant and brewery site. Golf carts will not be allowed on the bridge and there will be post installed to prevent a motorized vehicle on it.

Lighting: Princeton Public Utilities would like the applicant to install a street light at 4th Avenue South and Golf Club Road and will talk with the applicant about specifications possibilities.

Signage: There is an existing monument sign on the northwest corner of the current site off of Golf Club Road. The plans show a new monument sign placed on the Golf Course Road easement. Signage should be placed on the parcel and not the easement. At this time, signage is not being reviewed. A building permit will have to be applied for and reviewed, prior to installing any signage.

CONCLUSION

The Final Plat review that will be presented at the April 20th meeting should address staff's concerns.

- 1) City Engineer comments on storm water and sewer.
- 2) Golf Club Road vacation and easement agreement
- 3) Handicap parking stalls size
- 4) Calculations of brewery product going into the sewer system
- 5) Princeton Public Utilities recommendations for watermain relocation
- 6) Long term agreement for shared parking and maintenance between the two sites
- 7) Agency Stormwater and Floodplain approvals as noted requirements in platting process
- 8) City Engineer approval of above documents

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

Conditional Use Review: The review of the CUP also includes discussion of the Preliminary Plat.

DeWitt explained that Golf Courses are a permitted use in the R-3 Multiple Family Residential District with the issuance of a Conditional Use Permit. The Golf Course owners would like to build the restaurant & brewery on their adjoining site that is on a different parcel number as an ancillary/supporting use to the existing Golf Course.

Todd Olin, Client Service Manager with Sambatek, said the current structure has been added on too many times and the owners wanted to build a new building.

Kris Thielen, Project Manager for Wilkus Architects, said they have done about twenty breweries in the past so this one is pretty simple.

Amanda Berglund, owner of the Golf Course said the existing building would stay for the summer and be used as a pro shop. The old one would not have the full kitchen. The new place would have a full menu along with regular beer and brewing beer.

Hallin opened the public hearing.

John Claren, 305 Golf Club Road, said he lives at the property on the corner of Golf Club Road. He would like to know what is going to happen to the street. This winter alone there was only a lane and a half to drive on to enter and exit the site. His concern is with traffic and he does not want to lose any of his yard if they extend the width of the road.

Barbian said a curb line is there.

Olin said Golf Club Road is a 33-foot wide road and there is an easement in place also.

Barbian said no parking signs can be installed. The parking is a little short and an easement would need to be established where the overflow is in the current area.

Claren said it is the traffic flow that is his concern. It will be much more busier there once this is up.

Barbian said the Planning Commission could decide if no parking signs should be installed.

Moller asked if they could widen the road.

Olin said the legal access is there, but the physical width is a couple feet of each other for the north and south of the road. There are curbs in the street now.

Barbian asked if John Claren is requesting the street to be widened.

Claren said he is just asking the questions, with the snow it lessens the width of the street.

James Berglund, owner of Golf Course said most of the time he did the plowing because the City grader does not get down on the road.

Claren said he is looking at the size of the parking lot and how many people can come to it.

Moller said it is more of a City maintenance problem and not a road width problem.

Reynolds agreed, snow needs to be moved better. Public Works need to plow it better.

Claren asked what the hours of entertainment. Will there be entertainment.

James Berglund said yes, they will have entertainment and will follow the City Ordinance on noise.

JOHNSON MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING FOR THE CONDITIONAL USE PERMIT. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE CONDITIONAL USE PERMIT FOR A RESTAURANT AND BREWERY AS AN ANCILLARY/SUPPORTING USE TO THE EXISTING GOLF COURSE IN THE R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT ON PARCEL #24-320-0440, WITH THE FOLLOWING CONDITIONS:

1. THE SITE PLAN BE APPROVED BY THE CITY INCLUDING THE STORM WATER BY THE CITY ENGINEER.
2. THE FINAL PLAT OF THE SITE BE APPROVED BY THE CITY ENGINEER.

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? 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, with the two conditions listed in the approval.

DeWitt said the Conditional Use Permit will be reported to the City Council for information only.

Preliminary Plat Review:

Hallin opened the public hearing for the Preliminary Plat review. This review will also include the draft Site Plan overview.

Olin addressed the Planning Commission Board that he would also like to have an overview of the draft Site Plan with the Preliminary Plat where feedback is given for any adjustments that need to be made. He began with the landscape plan and the assortment of vegetation they will bring in. There are existing pine trees to the west of the site and they will also be adding more.

The parking lot has the availability for delivery trucks and maintenance vehicles such as fire trucks to get in and be able to turn around. There will be a walking bridge over the ditch that the customers can walk across to the new site.

Reynolds asked if the dumpster will be enclosed.

Olin said yes, and showed him where it is located on the plans. The two large containers on the outside of the building are grain containers. They will not be in the drive aisle. It will be heavy duty pavement where the trucks will be driving. It will handle the weight area of the trucks.

Claren said his property value might change and it overlooks a parking lot to a golf course and now a parking lot to a restaurant brewery also. They get a lot of people in breweries. He knows golf courses where they have food trucks and such come in to bring more people. This is his front yard. There will be more deliveries also.

Brian Schroeder, Golf Club Manager addressed this and they will not have food trucks come to the golf course because they want to sell their own food. The deliveries will stay as they are now on the same schedule.

Claren said they are in it to make money. They would have the same concerns if they owned his house.

Barbian said the type of licensing some brewery make beer for off-site and they are doing it for site only.

James Berglund said they did a smaller system for the brewery for just their place.

Amanda Berglund confirmed they will have their own food and no vendors will be in the parking lot.

James Berglund said he does plan to be the busiest place in Princeton. They are putting money into Princeton and plan to make this a hit.

Schroeder said they are not selling the beers to liquor stores or other venues. It is only for themselves.

James Berglund said if they have events they will watch the over flow area. They have not had complaints in the past and will watch that does not happen.

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

Barbian said the waste from the brewery making and going into the sewer will have to be reviewed.

Olin said they have designed breweries a number of times and can provide information to help with the pretreatment and monitoring a slow discharge flow. Olin asked DeWitt that he had given her information on the ADA parking and if she was okay with it.

DeWitt said the ADA parking will be fine with what is on the plans.

Olin said they will be submitting an application for a portion of Golf Club Road to be vacated.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE PRELIMINARY PLAT TO DEVELOP AN OUTLOT FOR THE PURPOSE OF BUILDING A RESTAURANT AND BREWERY AS AN ANCILLARY/SUPPORT USE TO THE EXISTING GOLF COURSE IN THE R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT ON THE PROPERTY SITE OF PID #24-320-0440 AND FORWARD TO THE CITY COUNCIL FOR FINAL APPROVAL WITH THE FOLLOWING CONDITIONS:

- 1) CITY ENGINEER COMMENTS ON STORM WATER AND SEWER.
- 2) GOLF CLUB ROAD VACATION AND EASEMENT AGREEMENT.
- 3) THE HANDICAP PARKING STALLS SIZE HAVE BEEN OKAYED, SO NO CHANGE ON THIS.
- 4) CALCULATIONS OF BREWERY PRODUCT GOING INTO THE SEWER SYTEM.
- 5) PRINCETON PUBLIC UTILITIES RECOMMENDATIONS FOR WATERMAIN LOCATION.
- 6) LONG TERM AGREEMENT FOR SHARED PARKING AND MAINTENANCE BETWEEN THE TWO SITES.
- 7) AGENCY STORMWATER AND FLOODPLAIN APPROVALS AS NOTED REQUIREMENTS IN PLATTING PROCESS.
- 8) CITY ENGINEER APPROVAL OF ABOVE DOCUTMENTS.

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

OLD BUSINESS: None

NEW BUSINESS: None

COMMUNICATION AND REPORTS:

A. Verbal Report: None

B. City Council Minutes for February, 2020

The Planning Commission Board had no comments.

Planning Commission

March 16, 2020

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MOLLER MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:44 P.M.

ATTEST:

Victoria Hallin, Vice Chairperson

Mary Lou DeWitt, Comm. Dev. Zoning Specialist