



**THE MEETING FOR THE PLANNING COMMISSION HELD ON AUGUST 17, 2020 AT 7:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 7:09 P.M., by Victoria Hallin. Members present were Eldon Johnson, Scott Moller, Jeff Reynolds, Gene Stoeckel (Princeton Township Representative), and Dan Erickson-per Zoom. Staff present were Robert Barbian (City Administrator), Stephanie Hillesheim (Comm. Dev. Specialist), and Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

APPROVAL OF MINUTES OF THE REGULAR MEETING ON JULY 20, 2020

REYNOLDS MOVED, SECOND BY MOLLER, TO APPROVE THE MINUTES OF JULY 20, 2020. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:

Barbian added under Verbal Reports, Sewer Study and Ghost Platting.

JOHNSON MOVED, SECOND BY MOLLER, TO ADD UNDER VERBAL REPORTS, A. SEWER STUDY AND GHOST PLATTING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING: None

OLD BUSINESS:

A. Site Plan Review for Public Safety Building Pole Shed

Mary Lou DeWitt, Community Development Zoning Specialist Memo:

Background:

The City of Princeton is purchasing a 1.907 acre section of land adjoining the Princeton Public Safety Building located at 305 21st Avenue South, from the west (backside) of the site. This added land will accommodate the addition of a storage building for the Police and Fire Department. The land is in Princeton Township and the City Council is in the process of annexing this section of land into the City. When the City receives approval of the annexation, staff will complete an Administrative Lot Line Adjustment to add this section of land to the Public Safety Building, Lot 8, Block 1, Aero Business Park First Addition.

The proposed storage facility will be 60' x 104' square feet, totaling 6,240 square feet. No water or sewer will be extended to the building. There will only be electrical and the Princeton public Utilities are aware of the expansion.

Zoning:

The proposed annexed section of land will be attached to the Public Safety Building and automatically zoned as B-3 General Commercial District.

Setback requirements:

Side yard minimum 5 feet, proposed setback on the north side 21' feet and south 429' feet

Rear yard minimum 20 feet, proposed setback is 55' feet
Maximum height 30 feet, proposed building will be 26' feet in height

Stormwater Pondage:

The City Engineer has designed the Site Plan with the grading and drainage. The maximum lot coverage not to exceed the 60% requirement and the proposed Site Plan is 43%. No additional pondage will be necessary.

Driveway:

There will be asphalt added from the back of the current Public Safety Building to this storage facility.

Sidewalk:

In the B-3 District the requirement is for a 6' foot sidewalk and this proposed site is installing a 4' foot sidewalk along the front garage door area and along the south wall. The site will be fenced in and residents will not be able to access it so the sidewalk area should be okay.

Lighting:

There will be lighting installed on the building above the doors on the front and back of the building and one light on the two sides. The lighting will be directed downward with LED lighting. There are no proposed light poles.

Building Materials:

The building will be a pole building with a cement floor. The metal will be exposed fastener in a color to match the Public Safety Building. There will be four garage doors in a maximum height of 14' feet at the front of the building along with a standard service door and standard garage door.

Site Plan Review Recommendation:

The Planning Commission has been requested to consider approval or denial of the Site Plan application. Staff recommends the Site Plan approval with the following conditions:

1. Contingent on State approval on the annexation of the section of land.
2. Lot Line Adjustment Resolution be recorded at Mille Lacs County.
3. A Building Permit shall be applied for and approved prior to construction.
4. Installation of the fence follow the Zoning Ordinance requirement.
5. The sodding or seeding must be completed. If because of weather conditions sodding and/or seeding is unadvisable, it should be in compliance by no later than July 1st of the following year.



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6. The driveway area must be hard-surfaced within one year of the date the permit is issued. If because of weather conditions the hard-surface is unadvisable, it should be in compliance by no later than July 1st of the following year.

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

Erickson asked why they did not just build the storage facility on Aero Business Park lot that is next to the Public Safety building since the City already owns the land.

Ron Lawrence, Fire Chief said they were considering the Aero Business Park lot that is next to the Public Safety Building and it was suggested that they purchase a small section of the lot behind their building.

Barbian said Aero Business Park has road frontage with sewer and water and this storage building does not need those services. This land is vacant land with no services.

Erickson asked since the City owns Aero Business Park, is the City going into more debt with purchasing this land.

Barbian said the purchase of this 1.9 acres of land will be about \$30,000.

Erickson asked if there are any businesses interested in Aero Business Park land.

Hillesheim said she had to calls on that property today, but there are no offers. One of the calls was from an existing company in town that was interested in the lot next to the Public Safety Building.

Barbian said Anytime Fitness was looking at the corner lot, but has backed away because of the virus impact. The new Industrial Park of 52 acres adjoining this site the City is purchasing, they had three businesses looking at the land.

Stoeckel said at the July 20th meeting, the side doors were mentioned in regards to snow falling off the metal roof and blocking the doors. Have they considered this.

Lawrence said there will be snow stops put above the door areas and the City will be plowing the site and they will be out there also and is not concerned with snow build up.

Barbian believes the annexation process is done by the State. The county should have it shortly. The Mayor and himself have signed the purchase papers for the land and the grading will begin.

Lawrence said he would like to begin grading as soon as possible.

Johnson and Moller stepped down from the motion because of conflict of interest.

REYNOLDS MOVED, SECOND BY HALLIN, TO APPROVE THE SITE PLAN FOR THE PUBLIC SAFETY STORAGE BUILDING THAT WILL BE LOCATED AT 305 21ST AVENUE SOUTH WITH THE FOLLOWING CONDITIONS:

1. CONTINGENT ON STATE APPROVAL ON THE ANNEXATION OF THE SECTION OF LAND.
2. LOT LINE ADJUSTMENT RESOLUTION BE RECORDED AT MILLE LACS COUNTY.
3. A BUILDING PERMIT SHALL BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION.
4. INSTALLATION OF THE FENCE FOLLOW THE ZONING ORDINANCE REQUIREMENTS.
5. THE SODDING OR SEEDING MUST BE COMPLETED. IF BECAUSE OF WEATHER CONDITIONS SODDING AND/OR SEEDING IS UNADVISABLE, IT SHOULD BE IN COMPLIANCE BY NO LATER THAN JULY 1ST OF THE FOLLOWING YEAR.
6. THE DRIVEWAY AREA MUST BE HARD-SURFACED WITHIN ONE YEAR OF THE DATE THE PERMIT IS ISSUED. IF BECAUSE OF WEATHER CONDITIONS THE HARD-SURFACE IS UNADVISABLE, IT SHOULD BE IN COMPLIANCE BY NO LATER THAN JULY 1ST OF THE FOLLOWING YEAR.

UPON THE VOTE, THERE WERE 3 AYES (HALLIN, REYNOLDS, AND ERICKSON), 0 NAYS. OBSTAINED ARE JOHNSON AND MOLLER. MOTION CARRIED.

Barbain mentioned that he spoke to East Central Energy since the 52 acres is serviced by them and asked if it would be okay to have the Princeton Public Utilities provide the electrical service for the land being annexed and combined to the Public Safety Building site. East Central Energy said that was fine.

Frederick said that they wanted to be hooked into Princeton Public Utilities for this storage building to make sure the power is up and running along with the generator.

Barbian said the Police will also be doing dog training by the storage building.

Hallin asked how the building is going to be funded.

Lawrence said 40% is from the insurance.

Frederick said insurance piece is from a building they had that collapsed and that portion will cover 40% of the cost and the remaining portion will be from the CIP.



NEW BUSINESS: None

COMMUNICATION AND REPORTS:

A. Verbal Report

1) Sewer Study and Ghost Platting

Hillesheim said the Sewer Study is almost complete and staff will be meeting with WSB on Friday.

Barbain said he would like to have discussion on the city growing. The City put a large investment in the sewage treatment plant. We have to be realistic on developments and for sites where the sewer needs to get to the site would be costly. He had mentioned ghost platting in the past and wondered if the Planning Commission would support that.

Hillesheim said the City received a letter from the County about someone developing by an area the City has looked at. This is on the other side of the river and the City has considered ghost platting there to develop the area.

Hallin asked what the guidelines is on septic and wells.

Hillesheim said one acre lots can have a septic and well.

Barbian said with the county it is an acre and township it is 2.5 acres. The ghost platting can be done until sewer and water are available. Maybe the lot size could be decreased to provide for them.

Hallin said this area is Princeton Township land so the City has no jurisdiction in that area.

Barbian said there are other areas, not just Princeton Township. There are areas in Baldwin Township. He wants to see if ghost platting makes since for the City. Do we want to create rules until the sewer can connect to the area. He believes the sewer treatment plant is at 35% capacity right now.

Johnson asked if USDP is hauling waste away still.

Barbian said yes, they are still hauling waste away. Until we get higher volumes we cannot take the concentrated stuff.

Hallin commented that the land west of Aero Business Park that the City is purchasing and going to annex into the City would have sewer connected to it.

Barbian said the Sewer Study is being done and the City invested a lot of money into the Waste Water Treatment Plant and we need to find ways to benefit the region. If the city grows, the

population grows, and makes it better for everyone. It is too expensive to have larger lots and would like to ghost plat smaller lots.

Johnson said the 240 acres south of the City would have been a nice site. In the last few weeks portions of the site have been sold off and there is just a chunk left. Real Estate is very busy right now. He is seeing so much purchasing in Zimmerman. We are on the verge of growing. If we push housing and not business we could be in trouble. We need a balance of what we do here. Not just housing.

Hallin is concerned on developing on the east side of the river because there is so much conflict with sewer by the river.

Barbian said it is cheaper going under a river than going around an airport. You cannot go under the airport with sewer.

Johnson said he has seen how Cambridge and Elk River have had growth and it is frustrating to see how little Princeton has grown. Princeton has not changed since 1975. The School District's projection is the same for 50 years.

Barbian said he is raising this ghost platting to the Planning Commission because it is their duty. We spent 22 million on the Waste Water Treatment Plant and we need to prosper in the future. Growth is part of that. He asked the Planning Commission to talk to him about what they feel on this. They can come in, call, or email him.

Hillesheim said the park project is going very fast. Ribbon cutting is September 28th.

B. City Council Minutes for July, 2020

The Planning Commission Board had no comments.

MOLLER MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:58 P.M.

ATTEST:

Victoria Hallin, Vice Chair

Mary Lou DeWitt, Comm. Dev. Zoning Specialist