

**DRAFT**

**THE REGULAR MEETING FOR THE PLANNING COMISSION BOARD HELD ON DECEMBER 19<sup>TH</sup>, 2022, 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, Jon George (per Zoom) and Gene Stockel (Princeton Twsp. Rep). Staff present was Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

Absent were Eldon Johnson and Victoria Hallin.

**APPROVAL OF MINUTES OF THE REGULAR MEETING ON NOVEMBER 21, 2022**

MOLLER MOVED, SECOND BY GEORGE, TO APPROVE THE MINUTES OF NOVEMBER 21, 2022. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**AGENDA ADDITIONS / DELETIONS:**

MOLLER MOVED, SECOND BY GEORGE, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WAS 3 AYES, 0 NAYS. MOTION CARRIED.

**PUBLIC HEARING:**

**A. Preliminary & (Final Plat) for Princeton Business Park 2<sup>nd</sup> Addition**

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

**Background:**

The City of Princeton platted Princeton Industrial Park in October 14<sup>th</sup>, 2021. Joe Glenn, Elemet Group is in the process of purchasing Block 1, Lots 6 & 7, and Block 2, Lots 1 thru 5 to construct a new facility of a 126,621.5 square foot building for manufacturing. The subject property is on 20.4 acres and requires a replat to remove easements, combine lots, and reposition 19<sup>th</sup> Avenue South.

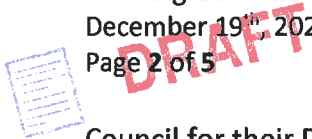
**Analysis:**

The plat proposed to redesign Lots 6 and 7, Block 1, and Lots 1, 2, 3, 4, and 5, Block 2, Princeton Business Park as well as vacation of drainage and utility easements and the current placement of 19<sup>th</sup> Avenue South that will be moved south by the Public Safety building.

The proposed Preliminary and Final Plat is being processed as a "Short Plat", which requires only one review by the Planning Commission and City Council, with a public hearing held at the Planning Commission level for the preliminary plat.

**Conclusion / Recommendation:**

Based on the analysis of the above-referenced information, staff believes that the proposed Preliminary and Final Plat follow the provisions of the Zoning and Subdivision Ordinance and Comprehensive Plan. Therefore, staff recommends the approval of the Princeton Business Park 2<sup>nd</sup> Addition Preliminary Plat and Final Plat and forward the recommendation to the City



Council for their December 22<sup>nd</sup>, 2022 meeting review.

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

GEORGE MOVED, SECOND BY MOLLER, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

There was no one present for the public hearing.

GEORGE MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

MOLLER MOVED, SECOND BY GEORGE, TO APPROVE THE PRELIMINARY PLAT FOR PRINCETON BUSINESS PARK 2<sup>ND</sup> ADDITION AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL FOR FINAL APPROVAL. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

GEORGE MOVED, SECOND BY MOLLER, TO APPROVE THE FINAL PLAT FOR PRINCETON BUSINESS PARK 2<sup>ND</sup> ADDITION AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL FOR FINAL APPROVAL. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Reschedule January and February, 2023 Planning Commission meetings**

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

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

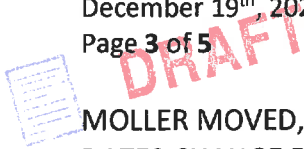
In the past the Planning Commission Board decides what meeting date would work best for them, if it is the Tuesday after or the following Monday. With the School District now sharing the Council Room, their School Board meetings are held the Tuesday after the Planning Commission meeting.

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

January 23<sup>rd</sup>, 2023

February 27<sup>th</sup>, 2023

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



MOLLER MOVED, SECOND BY GEORGE, TO APPROVE THE PLANNING COMMISSION MEETING DATES CHANGE FOR JANUARY 23<sup>RD</sup>, 2023 AND FEBRUARY 27<sup>TH</sup>, 2023. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**COMMUNICATIONS AND REPORTS:**

**A. Jon George resigns from Planning Commission**

Jon George email dated November 29<sup>th</sup>, 2022

City of Princeton,

I am resigning my position on the Princeton Planning Commission as of January 1, 2023, I will no longer be eligible to serve, because I will no longer be a full-time resident of Princeton.

Thank you for the opportunity to serve.

Jon George

\*\*\*\*\*End of Email\*\*\*\*\*

MOLLER MOVED, SECOND BY ERICKSON, TO ACCEPT JON GEORGE RESIGNATION FROM THE PLANNING COMMISSION BOARD FOR JANUARY 1<sup>ST</sup>, 2023. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**B. Minnco Pylon Sign Change**

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

**Background:**

The Planning Commission approved the Minnco Site Plan on May 16<sup>th</sup>, 2022. With the Site Plan Review was also the pylon sign review that was approved with the following conditions:

1. The Pylon Sign Zoning Ordinance requirements are followed.
2. The Video Display Signs, Electronic Changeable Copy Signs, and Electronic Graphic Display Sign and Gas Station Canopy Tube Lighting – General Provisions as stated in the Zoning Ordinance is followed.
3. A building permit along with Engineer signed plans is approved by staff and the Building Inspector prior to installation.
4. The pylon sign should be setback 15' feet from curb.



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**Request:**

Spectrum Sign Systems has contacted staff that Minnco would like to make a few changes to the pylon sign where the reader board is larger. The sign would still follow the Sign Ordinance regulations.

**Conclusion / Recommendation:**

The proposed pylon signage meets the zoning requirements and staff would recommend approval of the pylon sign with the following conditions:

1. The Pylon Sign Zoning Ordinance requirements are followed.
2. The Video Display Signs, Electronic Changeable Copy Signs, and Electronic Graphic Display Sign and Gas Station Canopy Tube Lighting – General Provisions as stated in the Zoning Ordinance is followed.
3. A building permit along with Engineer signed plans is approved by staff and the Building Inspector prior to installation.
4. The pylon sign should be setback 15’ feet from the curb.

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

Matt Duong, Spectrum Sign representative was present for any questions.

MOLLER MOVED, SECOND BY GEORGE, TO APPROVE THE AMENDED PYLON SIGN FOR MINNCO CREDIT UNION WITH THE FOLLOWING CONDITIONS:

1. THE PYLON SIGN ZONING ORDINANCE REQUIREMENTS ARE FOLLOWED.
2. THE VIDEO DISPLAY SIGNS, ELECTRONIC CHANGEABLE COPY SIGNS, AND ELECTRONIC GRAPHIC DISPLAY SIGN AND GAS STATION CANOPY TUBE LIGHTING – GENERAL PROVISIONS AS STATED IN THE ZONING ORDINANCE IS FOLLOWED.
3. A BUILDING PERMIT ALONG WITH ENGINEER SIGNED PLANS IS APPROVED BY STAFF AND THE BUILDING INSPECTOR PRIOR TO INSTALLATION.
4. THE PYLON SIGN SHOULD BE SETBACK 15’ FEET FROM THE CURB.

UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

Planning Commission

December 19<sup>th</sup>, 2022

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MOLLER MOVED, SECOND BY GEORGE, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:15 P.M.

ATTEST:

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Dan Erickson, Chair

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Mary Lou DeWitt, Comm. Dev. Zoning Specialist