
MEMORANDUM



TO: Mayor & City Council
FROM: Mary Lou DeWitt, Comm. Dev. Zoning Specialist
SUBJECT: **Minnco Credit Union Preliminary Plat & Final Plat and Resolution #22-24**
DATE: May 23rd, 2022

Request:

Minnco Credit Union has purchased the two lots in Wicktor Addition, Block 1, Lots 4 & 5 and submitted an application for Preliminary Plat & Final Plat review. The new plat has the two lots directed to Fifth Street North. The site is located in the B-3, General Commercial District where banks are an allowable use. The intent for the second lot is to sell it for a new commercial site. Currently there is a mini-storage unit on Lot 4 that will be removed prior to submittal of the building permits for the new construction of Minnco Credit Union.

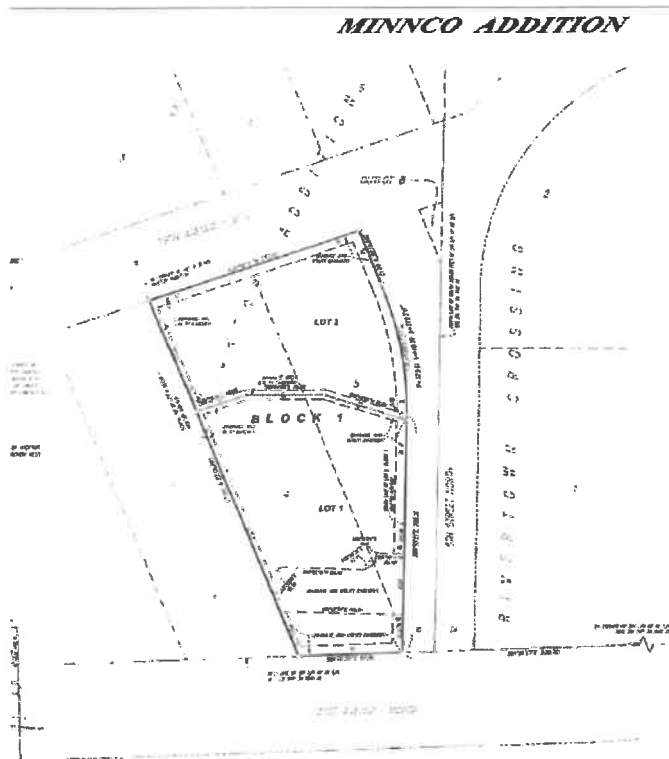
Background:

The subject property site is east of 21st Avenue North and north of 5th Street North, and west of 19th Avenue North, PID #24-921-0030 and #24-921-0050.

Current Plat



New Plat- Minnco Addition



Analysis for Minnco Addition Plat:

The Planning Commission held a public hearing on May 16th, 2022 on the plat where the necessary public hearing notices had been sent to the property owners 350 feet from the site. The plat consists of two lots that are being redirected to face the north side of 5th Street North. The legal description is Minnco Addition, Block 1, Lot 1 and Lot 2.

Zoning Requirements:

The B-3 Zoning Ordinance lot area minimum is 10,000 square feet with the lot width minimum of 75 feet. Lot 1 will consist of 0.91 acre and Lot 2 is 0.72 acre and both lots will have more than the required lot width.

Storm Water:

The City Engineer's comments have been addressed. When Lot 2 is proposed to be developed, a dedicated Utility and Drainage Easement will need to be provided. When Lot 2 develops and creates over an acre of impervious combined an NPDES permit (National Pollutant Discharge Elimination System) along with water quality and volume requirements would be needed. The proposed infiltration basin will provide water quality treatment for the west site along with an infiltration basin on the east site. When Lot 2 is developed it has to meet the City Engineer requirements.

Electrical:

There is an existing electrical meter and underground electrical line on the northeast corner of the site that will be removed. The applicant will contact Princeton Public Utilities for the removal of the underground electrical line and adding a new line, along with an electrical meter when the site is developed.

There is an existing light pole on the property site off of 5th Street North. This light pole will be protected while grading the lot and construction of the site. If there is damage, the applicant will repair or replace the light pole at their expense.

Sanitary Sewer and Water Services:

The water and sanitary sewer will connect to the existing service on 5th Street North. The applicant will contact the Public Works Department and Princeton Public Utilities for the connection of services. The SAC (Sewer Access Charge) and WAC (Water Access Charge) and a Digging Permit will be required prior to work.

Easements:

When Lot 2 is developed, a Dedicated Utility and Drainage Easement will have to be submitted and recorded.

Existing mini-storage building:

The existing mini-storage building will be removed as well as the existing building footings and bollards prior to the issuance of a building permit. Removal of the building will require a building permit and MPCA application.

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 approval of Resolution #22-24, approving the Preliminary and Final Plat of Minnco Addition, based on the finding that the proposed Preliminary and Final Plat meet the requirements of the Zoning and Subdivision Ordinance and Comprehensive Plan, and subject to the conditions recommended by the Planning Commission:

1. The applicant shall follow the final plat procedures identified in the Subdivision Ordinance.
2. The comments and conditions of the City Engineer shall be met as well as recommendations from staff, the Princeton Public Utilities, and Princeton Public Works.
3. When Lot 2 is to be developed, a dedicated Utility and Drainage Easement will need to be provided and recorded.
4. When Lot 2 develops and creates over an acre of impervious combined an NPDES permit along with water quality and volume requirements will be provided.
5. The proposed infiltration basin on Lot 1 will provide water quality treatment to the site along with an infiltration basin on the east site, when that is developed it has to meet the City Engineer requirements.
6. When work on the site begins the work shall be carried on with minimum of interference with traffic.
7. Development of the site shall not inter with the other business sites in the area.

RESOLUTION #22-24

**A RESOLUTION AUTHORIZING APPROVAL OF THE PRELIMINARY AND
FINAL PLAT FOR MINNCO ADDITION**

WHEREAS, Minnco Credit Union has submitted a Preliminary and Final Plat application for Minnco Addition; and

WHEREAS, the property is owned by Minnco Credit Union; and

WHEREAS, the plat of Lot 4 and Lot 5, Block 1, Wictor Addition, Mille Lacs County, MN into Lot 1 and Lot 2, Block 1, Minnco Addition; and

WHEREAS, the Planning Commission met and held a public hearing on May 16, 2022 and recommended approval of the Preliminary and Final Plat of Minnco Addition, subject to the following conditions:

- a. The applicant shall follow the final plat procedures identified in the Subdivision Ordinance.
- b. City Engineer's comments and conditions shall be met.
- c. Any other conditions as recommended by staff, the Princeton Public Utilities, Princeton Public Works, Planning Commission, and City Council.

WHEREAS, the City Council met on May 26, 2022 and approved the Preliminary and Final Plat of Minnco Addition, subject to the following conditions:

- a. The applicant shall follow the final plat procedures identified in the Subdivision Ordinance.
- b. City Engineer's comments and conditions shall be met.
- c. Any other conditions as recommended by staff, the Princeton Public Utilities, Princeton Public Works, Planning Commission, and City Council.

NOW, THEREFORE, BE IT RESOLVED that the Princeton City Council does hereby authorize the Mayor, City Administrator, Planning Commission Chairperson, Planning Commission Secretary, and the City Attorney to sign said plat documents and cause the recording of this plat at the County Courthouse of Mille Lacs County, Minnesota.

ADOPTED by the Princeton City Council this 26th day of May, 2022.

This instrument was drafted by:

City of Princeton
705 2nd Street No.
Princeton, MN 55371

ATTEST:

Shawna Jenkins Tadych, City Clerk

Thom Walker, Mayor

MINNCO ADDITION

COUNTY OF MILLS LACS
CITY OF PRINCETON
SEC. 26 T. 36 R. 26

NOTICE ALL MEN: THESE PRESENTS: That Minnco Credit Union, a credit union under the laws of Minnesota, owners of the following described property situated in the County of Mills, State of Minnesota, to wit:

LOTS 1 & 2 BLOCK 1, SECTION 26 NORTH

Have caused this notice to be prepared and published as MINNCO ADDITION and as hereby shown and dedicated to the public for public use forever the public may, on or after the date of publication of this notice, use the same for public utility and/or drainage purposes only.

In witness whereof said Minnco Credit Union, has caused these presents to be signed by its proper officer on this _____ day of _____, 20____.

MINNCO CREDIT UNION

By _____

STATE OF MINNESOTA

COUNTY OF _____, I, _____, Clerk of said County, do hereby certify that the foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ Mayor and _____ City Administrator, City of Princeton, a Minnesota Municipal Corporation.

PRINTED NAME _____ (DO NOT USE STAMP)

SIGNATURE _____ County, Minnesota
My commission expires _____

I hereby certify that I have surveyed and plotted or directly supervised the surveying and plotting of the land described on this plat, that this plat is a correct representation of the boundary survey, of metes and bounds, and of all other matters shown and indicated on the plat, and that the same are shown and indicated, and all public ways are shown and indicated, and that there are no wet lands, or shallows, or public highways to be designated other than as shown.

John J. Brady
Mills Licensed Surveyor No. 42827

STATE OF MINNESOTA

COUNTY OF _____, I, _____, Clerk of said County, do hereby certify that the foregoing Surveyor's Certificate by John J. Brady, Minnesota License No. 42827, was acknowledged before me this _____ day of _____, 20____.

PRINTED NAME _____ (DO NOT USE STAMP)

SIGNATURE _____ County, Minnesota
My commission expires _____

I hereby certify that this plat has been checked and recommended for approval as in compliance with Chapter 553, Minnesota Statutes, this _____ day of _____, 20____.

Mills Local County Surveyor

This plat was recommended for approval this _____ day of _____, 20____.

Princeton City Engineer

Approved by the Planning Council, City of Princeton, Minnesota this _____ day of _____, 20____.

Chairman

Secretary

Approved by the City Council, City of Princeton, Minnesota this _____ day of _____, 20____, and is in compliance with the provisions of Chapter 253.03, Subchapter 2, Minnesota Statutes.

Mayor

City Administrator

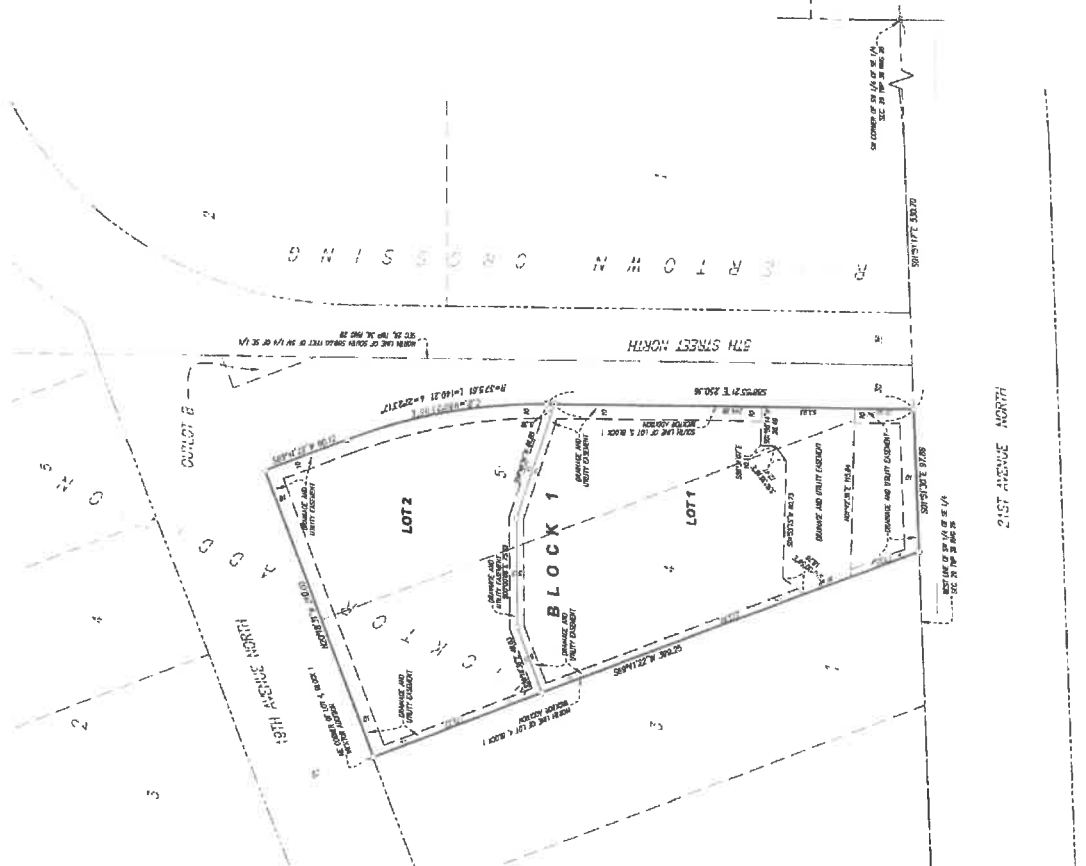
I hereby certify that the fees for this plat _____ on the property described herein have been paid and that there are no delinquent taxes and transfer entered on this _____ day of _____, 20____.

Mills Local County Auditor-Treasurer

By _____ Deputy

I hereby certify that this instrument was filed in the Office of the County Recorder for record on this _____ day of _____, 20____, at _____ o'clock _____ A.M. and was duly recorded in the Mills Local County Records on Document No. _____.

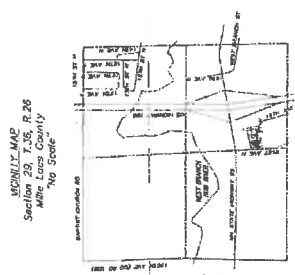
Mills Local County Recorder



- LEGEND**
- SURVEY SET PER MAP WITH COR. MARKED RES. 1927
 - SURVEY TOWN PER MAP
 - SURVEYED SURVEYING PLAT BY MINNCO ADDITION

NOTE REGARDING BOUNDARIES
THE MINNCO ADDITION OF NATURAL RESOURCES, MINNCO CREDIT UNION, HAS CAUSED THIS NOTICE TO BE PUBLISHED AND AS HEREBY SHOWN AND DEDICATED TO THE PUBLIC FOR PUBLIC USE FOREVER THE PUBLIC MAY, ON OR AFTER THE DATE OF PUBLICATION OF THIS NOTICE, USE THE SAME FOR PUBLIC UTILITY AND/OR DRAINAGE PURPOSES ONLY.

REMARKS NOTE
FOR THE PURPOSES OF THIS PLAT, THE LAST LINE OF LOT 1, BLOCK 1, OF MINNCO ADDITION IS ASSUMED TO BEAT SURVEY AS SHOWN TO BOUNDARIES OF PRESENTED TITLE.



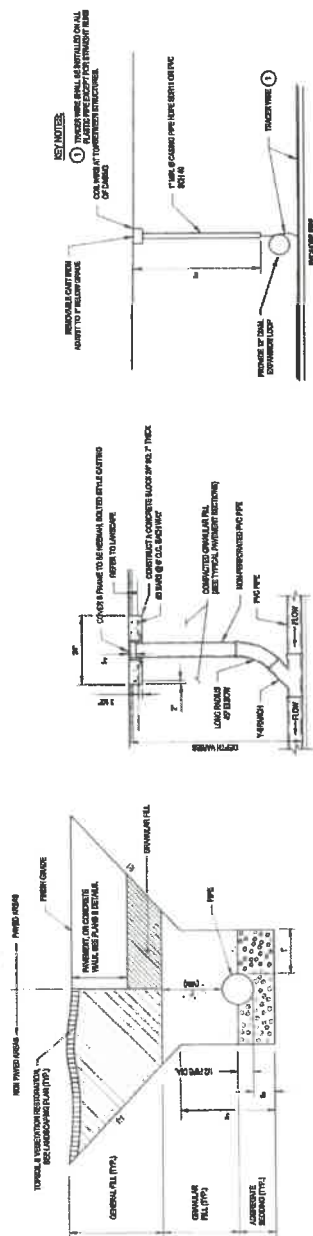


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CONSULTANT BE:
BJBAS BUILDERS, INC.
 300 OAKFIELD STREET SOUTH
 CHAMBERSBURG, MD 21719

MINNCO CREDIT UNION

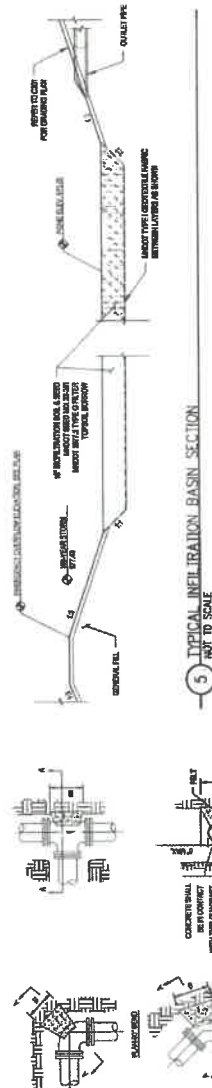
238 2ND AVENUE SW
CAMBRIDGE, MN 55008



1 SOIL TRENCH - ALL SEWER PIPE
NOT TO SCALE

2 CLEANOUT NOT TO SCALE

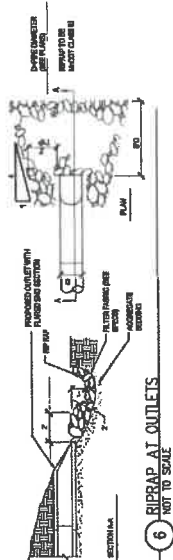
3 TRACER WIRE NOT TO SCALE



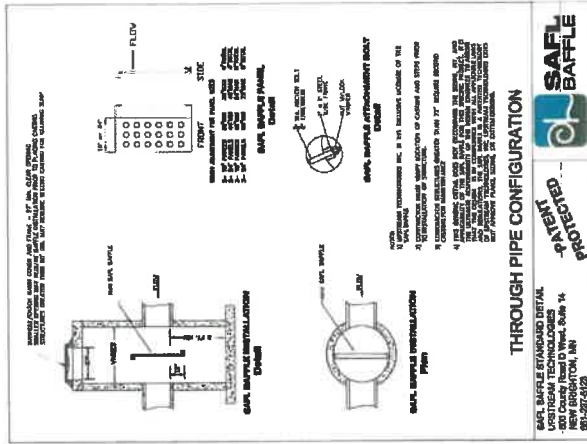
5 TYPICAL INFILTRATION BASIN SECTION
NOT TO SCALE

[illegible]

4 THRUST BLOCKING FOR WATER MAINS
NOT TO SCALE



6 RIPRAP AT OUTLETS
NOT TO SCALE



THROUGH PIPE CONFIGURATION

SAPL RAFFLE STANDARD DETAIL
UPSTREAM TECHNOLOGIES
- 500 County Road D West, Suite 14
NEW BRUNSWICK, NJ
908-287-6128

NOTE: REFER TO THE MANUFACTURER'S SPECIFICATIONS FOR MODEL, FIT, AND INSTALLATION.

7 WATER QUALITY BAFLE
SAFE BAFLE OR APPROVED EQUAL
NOT TO SCALE

CIVIL DETAILS

REPORT: 111
 RECD BY: 110
 NO. 100: 1000
 1000 NO.

C504

2022 MINNCO NEW
PRINCETON BRANCH
01-503 19TH AVE N
PRINCETON, MN 55371





LOCATION OF ALL UNDERGROUND UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR.
CALL BEFORE DIGGING

MINNESOTA
ONE-CALL SYSTEM
1-800-252-1166
REQUIRED BY
MN STATUTE 216D

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS FOR ALL WORK IN THE RIGHT-OF-WAY. THE CONTRACTOR IS RESPONSIBLE FOR TRAFFIC CONTROL WHILE WORKING WITHIN THE RIGHT-OF-WAY.

2. THE CONTRACTOR SHALL SUBMIT A PLAN FOR ALL CONSTRUCTION STAGING, AND THE PROJECT MANUAL FOR REQUIREMENTS.
3. THE CONTRACTOR SHALL VERIFY THE PROJECT LOCATION WITH THE INTERFERING AGENCIES AND NOT LIMITED TO THE CITY. BEFORE ANY CONSTRUCTION BEGINS AS SHOWN ON THE PLAN, THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS FROM THE CITY AND THE WORK AROUND THE EXISTING UTILITY SHALL BE SHOWN ON THE PLAN.
4. ALL UTILITIES ARE CORROSION PROTECTED. LIMITED SHALL BE REQUIRED TO AVOID CAUSE DAMAGE TO A PLACEMENT OF ANY NEW MATERIAL ADJACENT TO EXISTING UTILITIES.
5. REMOVE ALL CONCRETE PAVEMENT, CONCRETE CURB AND CONCRETE GUTTERS ON EITHER SIDE OF EXISTING ROAD. MATERIAL SHALL BE RECYCLED OR NOT RECYCLED, AS THE CONTRACTOR SHALL DETERMINE. ALL MATERIAL SHALL BE RECYCLED OR NOT RECYCLED, AS THE CONTRACTOR SHALL DETERMINE.
6. ALL UTILITIES AND EXISTING STRUCTURES, EXCEPT EXISTING CONCERN SHALL BE MAINTAINED IN PLACE AND THE PROPOSED STRUCTURES.
7. THE CONTRACTOR SHALL PROTECT FROM ANY DAMAGE TO EXISTING UTILITIES BY DISCONNECTED UTILITIES, AND SHALL BE MAINTAINED BY THE CONTRACTOR SHALL BE MAINTAINED BY THE CONTRACTOR.

— CONSTRUCTION LIMITS

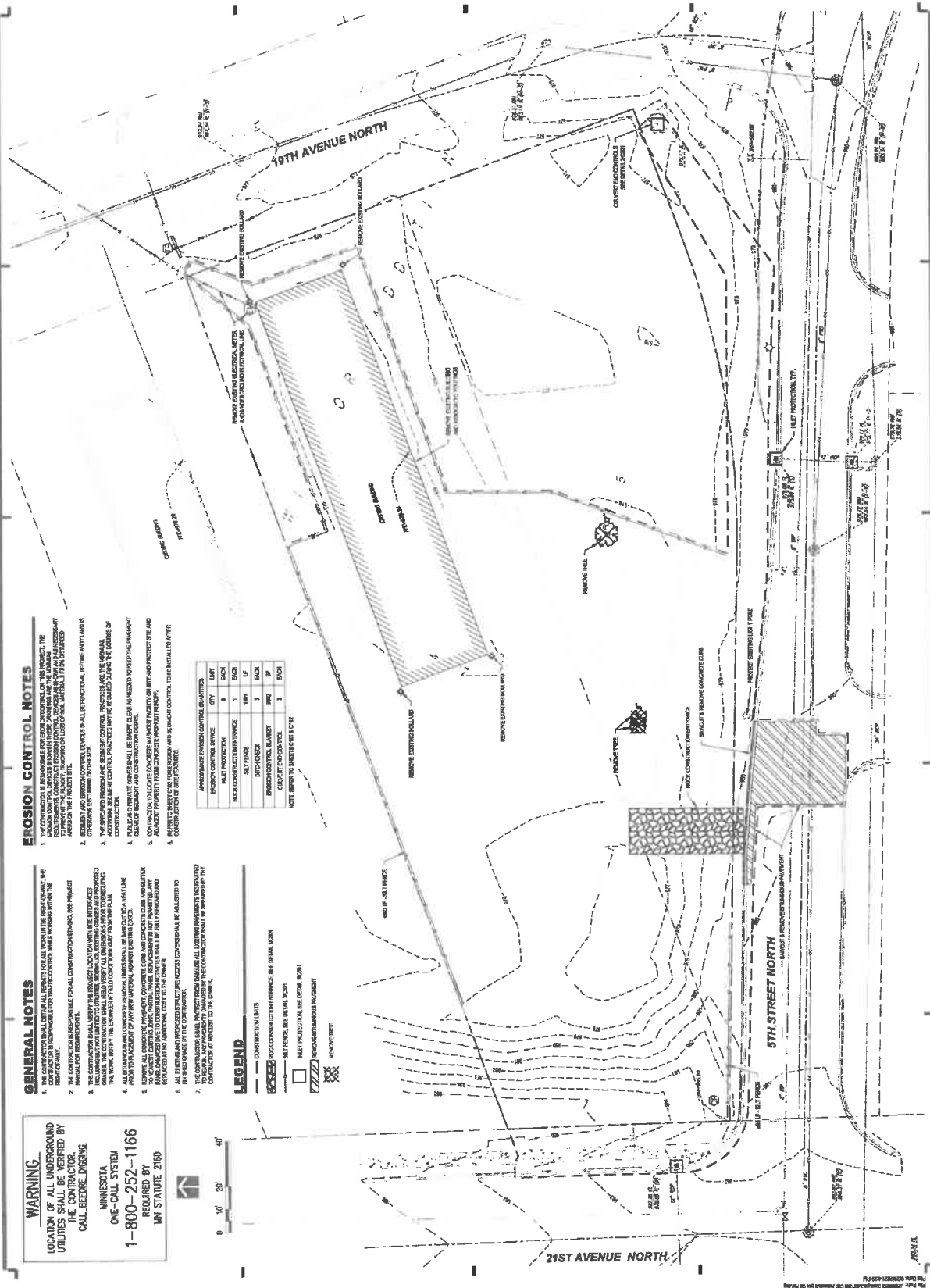
-  ROCK CONSTRUCTION ENTRANCE, SEE DETAIL, MOEN
-  SALT FENCE, SEE DETAIL, MOEN
-  INLET PROTECTION, SEE DETAIL, MOEN
-  REINFORCING ATTACHMENT, SEE DETAIL, MOEN

APPROPRIATE EMISSION CONTROL QUANTITIES	QTY	UNIT
EMISSION CONTROL DEVICE	8	EACH
MULET PROTECTION		
ROCK CONSTRUCTION ENTRANCE	1	EACH
SILT FENCE	1000	LF
DITCH CREEK	3	EACH
EMISSION CONTROL BLANKET	800	SF
CHECKIT END ZOD TROL	1	EACH

ACTION: REFER TO SHEETS C-01 & C-02

1. THE CONTRACTOR IS RESPONSIBLE FOR ERROR OR CONTROL ON THIS PROJECT. THE EROSION CONTROL DEVICES SHOWN IN THESE DRAWINGS ARE THE MINIMUM REQUIRED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR EROSION CONTROL DEVICES AS SHOWN AND AS NECESSARY TO PREVENT THE RUNOFF, TRACKING OR LOSS OF SOIL MATERIALS FROM DISTURBED AREAS ON THE PROJECT SITE.

2. REMOVAL AND ERECTION CONTROL DEVICES SHALL BE FUNCTIONAL, BEFORE START AND IS OBTAINED TO REMAIN IN PLACE.
3. THE STRUCTURE DESIGN AND REMOVAL CONTROL INSTRUCTIONS ARE THE FOLLOWING:
 - a. CONSTRUCTION CONTROL, CONTRACTOR SHALL BE REQUIRED TO ADHERE TO THE CODES OF PRACTICE.
 - b. PLANS AND SPECIFICATIONS SHALL BE REVIEWED AS NECESSARY TO KEEP THE PROJECT ON TRACK FOR ERECTION AND CONSTRUCTION PERIOD.
 - c. CONTRACTOR TO LOCATE CONCRETE WORKING PLANT ON SITE AND PROTECT SITE, AND ADEQUATE PROTECTIVE MEASURES SHALL BE TAKEN.
 - d. REPORT TO BEET FOR ERECTION AND REMOVAL CONTROL TO BE INSTALLED AFTER



THIS SQUARE APPEARS 12" x 12"
ON ALL SIZE SHEETS.

NO	DATE	CITY SUBMITTAL	CITY RESUBMITTAL
1	04/13/2022	CITY SUBMITTAL	CITY RESUBMITTAL
2	04/25/2022	CITY RESUBMITTAL	CITY RESUBMITTAL
3	04/30/2022	CITY RESUBMITTAL	CITY RESUBMITTAL

Year	Rate	Rate
1990	1.0	1.0
1991	1.0	1.0
1992	1.0	1.0
1993	1.0	1.0
1994	1.0	1.0
1995	1.0	1.0
1996	1.0	1.0
1997	1.0	1.0
1998	1.0	1.0
1999	1.0	1.0
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2093	1.0	1.0
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2095	1.0	1.0
2096	1.0	1.0
2097	1.0	1.0
2098	1.0	1.0
2099	1.0	1.0
2100	1.0	1.0

PRELIMINARY
NOT FOR CONSTRUCTION

www.elsevier.com/locate/jmb

PROJECT NAME
2022 MINNCO NEW
PRINCETON BRANCH
501-503 19TH AVEN
PRINCETON, MN 55371

REMOVALS AND EROSION CONTROL PLAN

C101

DRAWN BY: MB
 CHECKED BY: JC
 PROJ. NO: 2108
 DRAWING NO:

LEGEND

-  CONSTRUCTION LANTS
 BRICKWORK PATTERN. SEE ALSO, MIST A
 CONCRETE WALL. SEE ALSO, MIST B
 COMPOSITE PATTERN. SEE ALSO, MIST C
 INVERTED CUP & CUTTER
 TRUNCATED DOME. SEE DETAIL M3C32

STATION DATA			
	PREVIOUS ELEVATION	PROPOSED ELEVATION	TOTAL MOVED
EXISTING SITE	1.53	0.17	1.82
PROPOSED WEST SITE	0.36	0.08	0.44
PROPOSED EAST SITE	0.20	0.42	0.22
TOTAL MOVED TO	0.05	0.57	

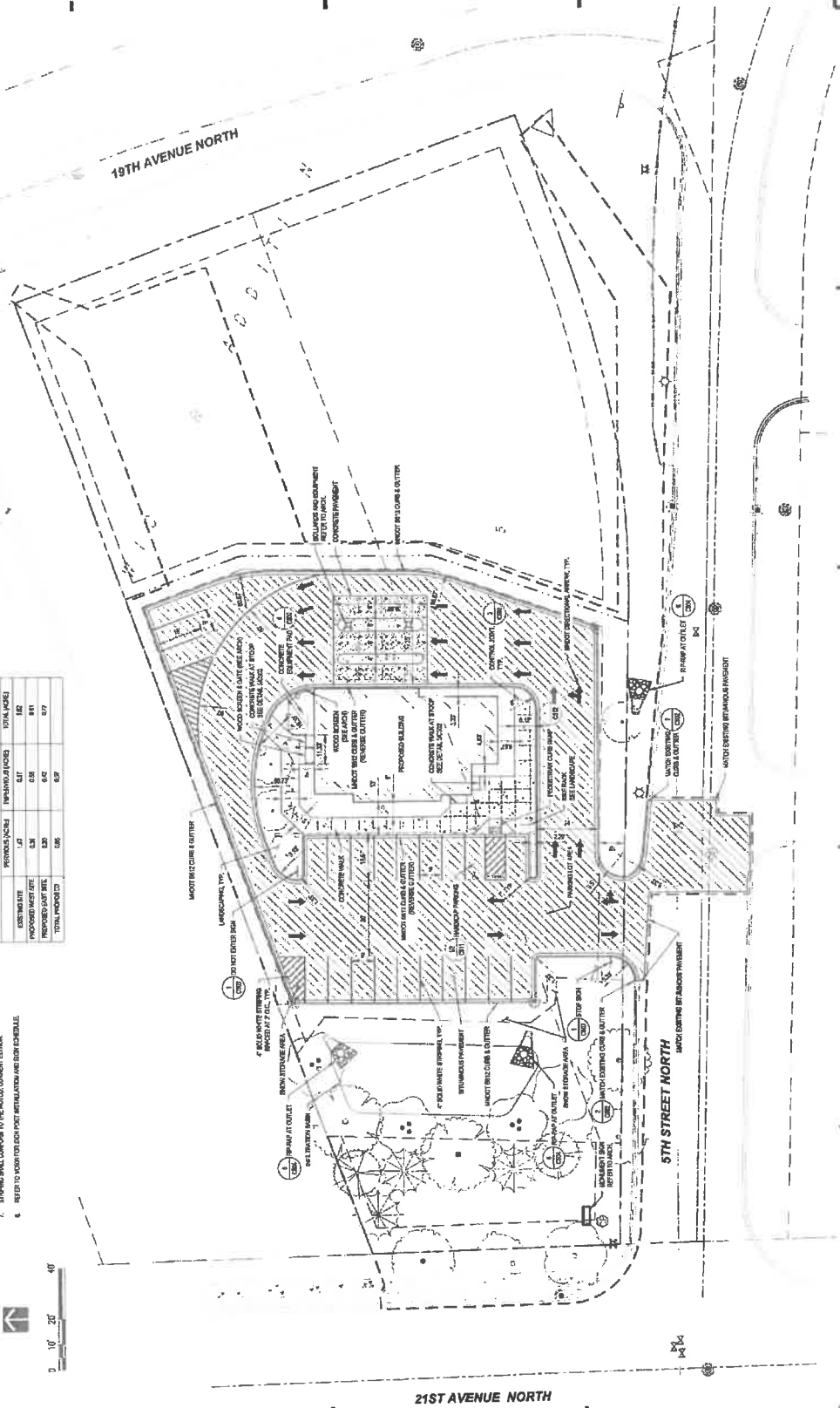
GENERAL NOTES

1. PROTECT PEOPLE AND BUILDINGS OUTSIDE THE CONSTRUCTION LIMITS. ERECTION OF ALL STRUCTURES MUST BE TO COMPLY WITH THE REQUIREMENTS TO PRE-CONSTRUCTION CONSTRUCTION LIMITS (CONSTRUCTION LIMITS) AND THE EXISTING LIMITS.
2. MAINTAIN ALL EXISTING AND NEW STRUCTURES AND EXISTING LIMITS TO REMAIN.
3. PROVIDE INFORMATION TO ALL CONCERNED PARTIES REGARDING THE EXISTING LIMITS AND ALL APPLICABLE CODES AND REGULATIONS.
4. PROVIDE INFORMATION TO ALL CONCERNED PARTIES REGARDING THE EXISTING LIMITS AND ALL APPLICABLE CODES AND REGULATIONS.
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10. PROVIDE INFORMATION TO ALL CONCERNED PARTIES REGARDING THE EXISTING LIMITS AND ALL APPLICABLE CODES AND REGULATIONS.

WARNING

LOCATION OF ALL UNDERGROUND UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR.
CALL BEFORE DIGGING.

MINNESOTA
ONE-CALL SYSTEM
1-800-252-1166
REQUIRED BY
ANN STATUTE 216D



21ST AVENUE NORTH

સાંચી સ્થૂપના પાયાના પાંચ મુકામો પર સ્થાપિત થયેલા સ્થૂપોમાંથી સૌથી મોટા સ્થૂપની ઊંચાઈ ૩૫ મીટર છે. આ સ્થૂપની ઊંચાઈ ૩૫ મીટર છે. આ સ્થૂપની ઊંચાઈ ૩૫ મીટર છે.

0 10' 20' 40'