

 **DRAFT**

**THE REGULAR MEETING FOR THE PLANNING COMMISSION BOARD HELD ON
MARCH 20, 2023, 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 Scott Moller, Eldon Johnson, and Gene Stoeckel (Princeton Twsp. Rep). Staff present was Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

Absent was Dan Erickson.

OATH OF OFFICE:

Dan Erickson was absent and will renew his Oath of Office at the April 17th, 2023 meeting.

APPROVAL OF MINUTES OF REGULAR MEETING ON FEBRUARY 27, 2023

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE MINUTES OF FEBRUARY 27, 2023. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:

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

PUBLIC HEARING:

A. CUP for Crystal Courts Apartments

Mary Lou DeWitt, Community Development Zoning Specialist Memo:

Background:

Mike Groebner, in behalf of Crystal Court Apartments has submitted an application for a Conditional Use Permit to construct an accessory building in excess of 800 square feet. The property is located at 604 3rd Street South in the B-1, Central Business Zoning District.

Analysis:

The subject property consist of all of Block 5 of Damon’s Addition and is between 2nd Street South and 3rd Street South as well as 7th Avenue South and 6th Avenue South. The north side of the site includes the Princeton Fitness Center, but the majority of the site is Crystal Court Apartments for senior living. Senior Dining operates lunches at the facility during the week days.

The property owners are proposing adding this additional six-unit garage for the residents at Crystal Court Apartments. The proposed garage would be 22’ x 72’ (sq. ft.) and 8’ feet in height. This would be a stick framed building with hardi-siding and asphalt shingles. It will match the current garage at the site.

Zoning Requirements:

Yard requirements for B-1 District has zero feet minimums for front yard setback, side yard setback, and rear yard setback.

Storm Water:

The City Engineer had no comments.

Fire Department:

The Fire Chief reviewed the plans and had no concerns.

Public Works:

A new access will be established off 3rd Street South for the proposed garage site. Public Works Director mentioned that the new access will take away a spot for street parking on Senior Dining lunch days. The current curb will need to be cut to establish a driveway access and Public Works Department approval of the work and repairs will be needed prior to work to begin.

CONDITIONAL USE PERMIT

The proposed accessory building is 1,584 sq. ft., which requires a conditional use permit in the B-1 Zoning District. The accessory building maximum square footage allowed is 800 sq. ft.

General CUP Review Standards:

Subsection 3. B of Chapter IV outlines the standards for review of a conditional use permit:

1. The proposed use does not violate the health, safety, or general welfare of Princeton residents.

Comment: No characteristics of the proposed use appear that they may violate the health, safety, or general welfare of the Princeton residents.

2. The proposed use has been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution, and sedimentation.

Comment: The City Engineer has reviewed the plans and it does not appear that the proposed use will create any potential erosion, runoff, water pollution and sedimentation issues.

3. Adequate parking and loading is provided in compliance with the Ordinance.

Comment: The proposed access off 3rd Street South to the garage site will add additional parking for the tenants of Crystal Court Apartments. No current parking is being removed with the proposed garage.

4. Possible traffic generation and access problems have been addressed.

Comment: The proposed garage will be for the tenants of the existing Crystal Court Apartments.



5. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.

Comment: The detached garage does not create additional capacity to the city services.

6. The proposed use conforms to the City's Comprehensive Plan and is compatible with present and future land uses of the area.

Comment: No land use changes are being made to the site other than adding a six unit garage for the Crystal Court Apartment tenants.

Conclusion / Recommendation:

It is City Staff's recommendation to approve the Conditional Use Permit to construct a detached garage where the total square footage would be in excess of 800 square feet in the B-1, Central Business Zoning District with the following conditions:

1. The applicant will contact Public Works Department prior to the curb and sidewalk cutting as well as repair for the proposed access off 3rd Street South.
2. A building permit shall be obtained and approved by the Building Inspector prior to construction.
3. The applicant will contact Princeton Public Utilities for the connections for electrical and possible utility meters.
4. The CUP shall be subject to the expiration terms of the Ordinance.
5. The siding and roofing materials shall consist of building materials in common use in residential construction and match the exterior of the current garage on site.
6. The applicant shall replace in-kind or better all streets, curbs, and sidewalks disturbed by these operations.
7. The owner/occupant of any property adjacent to a public sidewalk shall remove all snow, ice, and dirt from the sidewalks adjoining their property.

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

DeWitt gave the Planning Commission Board and overview of the request.

Mike & Denise Groebner were present to answer any questions the Planning Commission may have.

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

Hallin asked who would get the garages for the residents.

Denise Groebner said they do not know how that works, but they do have a waiting list at the apartment site.

Stoeckel asked if any handicap parking spaces will be removed.

Denise Groebner said no. There are quite a few apartment residents that do not have vehicles.

Stoeckel asked if they are going to install electric car chargers.

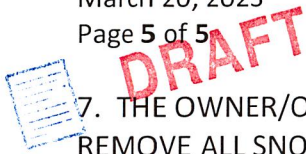
Mike Groebner did not know. He is only building the garage.

There were no residents present for the public hearing.

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

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE RESOLUTION #23-02 CONDITIONAL USE PERMIT TO CONSTRUCT AN ACCESSORY BUILDING IN EXCESS OF 800 SQUARE FEET AT 604 3RD STREET SOUTH IN THE B-1, CENTRAL BUSINESS DISTRICT WITH THE FOLLOWING CONDITIONS:

1. THE APPLICANT WILL CONTACT PUBLIC WORKS DEPARTMENT PRIOR TO THE CURB AND SIDEWALK CUTTING AS WELL AS REPAIR FOR THE PROPOSED ACCESS OFF 3RD STREET SOUTH.
2. A BUILDING PERMIT SHALL BE OBTAINED AND APPROVED BY THE BUILDING INSPECTOR PRIOR TO CONSTRUCTION.
3. THE APPLICANT WILL CONTACT PRINCETON PUBLIC UTILITIES FOR THE CONNECTIONS FOR ELECTRICAL AND POSSIBLE UTILITY METERS.
4. THE CUP SHALL BE SUBJECT TO THE EXPIRATION TERMS OF THE ORDINANCE.
5. THE SIDING AND ROOFING MATERIALS SHALL CONSIST OF BUILDING MATERIALS IN COMMON USE IN RESIDENTIAL CONSTRUCTION AND MATCH THE EXTERIOR OF THE CURRENT GARAGE ON SITE.
6. THE APPLICANT SHALL REPLACE IN-KIND OR BETTER ALL STREETS, CURBS, AND SIDEWALKS DISTURBED BY THESE OPERATIONS.



7. THE OWNER/OCCUPANT OF ANY PROPERTY ADJACENT TO A PUBLIC SIDEWALK SHALL REMOVE ALL SNOW, ICE, AND DIRT FROM THE SIDEWALKS ADJOINING THEIR PROPERTY.

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

The Planning Commission reviewed the Findings of Fact:

1. Are there characteristics of the proposed use that may violate the health, safety or general welfare of Princeton residents? No.
2. Does the proposed use present any unique concerns regarding erosion, runoff, water pollution or sedimentation? No.
3. Could the proposed use create any special problems with parking? No.
4. Would the proposed use cause any problems with access or traffic generation? No.
5. Is the proposed use incompatible with other uses located in the zoning district? No.

OLD BUSINESS: None

NEW BUSINESS: None

COMMUNICATIONS AND REPORTS: None

MOLLER MOVED, SECOND BY JOHNSON, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:20 P.M.

ATTEST:

Victoria Hallin, Vice Chair

Mary Lou DeWitt, Comm. Dev. Zoning Specialist