



DRAFT

**THE MEETING FOR THE PLANNING COMMISSION HELD ON DECEMBER 21, 2020 AT 7:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS**

The meeting was called to order at 7:00 P.M., by Dan Erickson. Member present were Eldon Johnson, Victoria Hallin, Jeff Reynolds, Scott Moller, and Gene Stoeckel (Princeton Twsp. Rep.). Staff present were Mary Lou DeWitt, (Comm. Dev. Zoning Specialist) and Stephanie Hillesheim (Comm. Dev. Specialist), and Robert Barbian (Administrator).

APPROVAL OF MINUTES OF THE REGULAR MEETING ON OCTOBER 19, 2020

REYNOLDS MOVED, SECOND BY MOLLER, TO APPROVE THE MINUTES OF OCTOBER 21, 2020. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:

HALLIN MOVED, SECOND BY JOHNSON, TO APPROVE THE AGENDA WITH NO ADDITIONS. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING:

1. Preliminary Plat for Rum River (Also, Final Plat)

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

Request

Phoenix Capital, LLC has submitted Rum River Preliminary & Final Plat applications for review along with a Variance application, Conditional Use Permit application, and a Site Plan Review application. The site is located in the R-3 Multiple Residential District where apartment complexes are an allowable use. The plat involves the creation of two separate lots with a 40-unit apartment building on each lot. The Developer is proposing to build the first unit on the north lot of the plat along First Street and then the second unit is foreseen to build within 18 months.

Public hearing notices had been sent to the property owners 350 feet from the site for all the applications; Preliminary Plat, Conditional Use Permit, and Variances.

Background

The subject property site is located south of First Street and east of 21st Avenue South on parcel #24-032-2100 and a portion of parcel #24-032-0800. The remaining southern portion of #24-032-0800 and #24-032-3500 will be combined by an Administrative Simple Lot Consolidations/Boundary Line Adjustments and recorded with the final plat.

The Planning Commission will review each application and make a separate motion for each.

Analysis for Rum River Plat

The subdivision does not meet the requirements for a Short Plat by our Subdivision Ordinance standards, and it must follow the Preliminary and Final Plat procedures. The Planning Commission is requested to review the Preliminary and Final Plat. City staff has reviewed the plats and made recommendations.

The plat consists of three lots and a public road labeled 19th Avenue South that ends with a temporary bituminous or class 5 cul-de-sac material south of the site, and a separate egress road on the west of the site that will be 26' width and signage with exit only and right turn only, on to First Street.

Sanitary and Water Services

Water availability: There is a 12" water line along First Street. The plans show the connection to the existing watermain with an 8" line on the northeast corner of the site where it will extend southernly in the proposed 19th Avenue South road and also from the connection on First Street will extend to the road on the west of the site.

The hydrant will be located in the parking lot island that separates the two facilities. There are two other hydrant locations in the proposed 19th Avenue South; one on the southeast corner of the site and the other is on the northeast corner of the site.

Sewer availability: The plans show the connection to the existing sanitary sewer line with an 8" line on the northeast corner of the site where it will extend southernly in the proposed 19th Avenue South road to the site.

Staff recommends sewer and water valve at the end of 19th Avenue South cul-de-sac for future expansion.

Fire Department Access

The plat shows the development of 19th Avenue South on the east side of the apartments that will be an egress/ingress road into the site off of First Street. The Fire Department requested an emergency access also and the plat has a 24' foot road on west of the site. The Fire Chief is requesting this road be 26' feet width to accommodate an aerial fire truck and posted with signage for a right turn only onto First Street. 19th Avenue South will be the main access point for this subdivision.

The Developer contact the Fire Chief to placement of FDC hookups and a Knox box at the front entrance doors of each building.

Storm Water

Jen Edison, WSB City Engineer's memo dated December 16, 2020:

We have reviewed the following documents submitted for the West Rivertown Apartments development in Princeton, MN by Stark Engineering:

- * 19-118 Civil Plans 11-30-20.pdf
- * 19-118 Preliminary Stormwater Report 11-30-20.pdf
- * 20-0422 Final Plat
- * 20-0422 Preliminary Plat

We have the following comments:

General

1. Submit for and provide copies to the City of all required permits from regulatory agencies (NPDES, County).
2. An NPDES permit is required as the site exceeds 1 acre of disturbance.
3. All outlet pipe leaving the proposed development will need to be included within a drainage and utility easement. Similarly, the proposed temp CDS will need to be included with a road easement or platted right of way.
4. Submit soil borings to verify the soil type and groundwater levels.

Discharge Point

1. Provide additional detail regarding the final discharge point from the site. The pipe does not appear to extend all the way to the nearby wetland. As shown, it is a point discharge onto an adjacent property.

Rate Control

1. In addition to the 1-, 10-, and 100-year calculations provided by the developer, an analysis must be done to show that the following requirements are met for the proposed site runoff;
 - * Limit discharge from site to:
 - * 0.05 cfs per acre in the 10-year event
 - * 0.07 cfs per acre in the 100-year event.
2. The development appears to be meeting the 10-year event requirement, but not the 100-year event requirement.

Volume Control

1. Volume control appears to be met for the site within the two infiltration ponds.

Drainage Areas

1. How will rooftop runoff from the apartment buildings be directed to the center basin and the southeast basin? Provide additional detail (grading or drainage structures).

Flood Control

1. Label the pond emergency overflow (EOF) elevations and ensure the EOF is a minimum of 1-foot below building opening.
2. Label the 100-year HWL on the plans.
 - a. Ensure a 3-foot separation between the lowest building opening and the HWL.
 - b. Ensure a 2-foot separation between the basement and the HWL (if applicable).

Infiltration Basins

1. Pretreatment to NURP standards is required prior to discharge into the infiltration basins.
2. Use a maximum infiltration rate of 0.5 in/hr for A soils unless infiltrometer testing is done.

Storm Sewer

1. Design the storm sewer for the 10-year event. Submit rational calculations.

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

Conclusion for Preliminary & Final Plat:

If the Preliminary and Final Plat guidelines in the Zoning and Subdivision Ordinance standards are met, with the following conditions, therefore staff would recommend the Planning Commission recommend approval of the Preliminary and Final Plat and forward the recommendation to the City Council for their January 14, 2021 meeting review, with the following conditions:

1. The cul-de-sac will need to have a right-of-way or easement shown on the final plat and a sewer and water valve for future expansion. This cul-de-sac should have class 5 material or temporary bituminous.
2. Developer submit transformer and electric utility plans to the Public Utilities for approval prior to final plat approval. Transformers will be located on the apartment sites with an easement to be created.
3. Move the existing street light along First Street and the proposed 19th Avenue South to the west of 19th Avenue South, placing it one foot behind the trail. Two additional street lights will be placed; one by the entrance for the apartment buildings off of 19th Avenue South, and the other at the end of the street where it meets the cul-de-sac. Lights shall be placed one foot behind the trail. PUC requires standard poles and lights with a long arm so the poles can be placed to the west of the trail and facilitate snowplowing.
4. Mille Lacs County Engineer approve the driveway access for 19th Avenue South and the second access west of the plat with curb cuts existing onto First Street, and pedestrian crossing, additionally a bike path extension to 21st Avenue.
5. Emergency egress road onto First Street be 26' foot wide with signage as exit only and right turn only. Alter curb line to put the radius to the east for right turn only.
6. City Engineer approval of storm water plan.
7. Park Dedication fees will be paid in accordance to the proposed amount of 30K per building paid at the time of submittal of the building permit for each building.

End of Review on the Preliminary Plat and Final Plat:

HALLIN MOVED, SECOND BY JOHNSON, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.



Craig Weismann (Bogart-Pederson) was present, and on Zoom was Pat Briggs and Jeff Kraemer, applicants.

Briggs said he is fine with the conditions on the memo.

Barbian asked what type curb will be on 19th Avenue South.

Weismann clarified it is a B612 curb and gutter that is shown on the plans.

HALLIN MOVED, SECOND BY JOHNSON, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

Moller asked why the plans are showing the west exit at 24' feet when we are requiring 26' feet.

DeWitt explained when they bring the final plat to the City Council on January 14th, that they will have to have all the required conditions on that plat.

Hallin asked if they build the apartment unit along First Street first and hopefully in 18 months build the second apartment will it depend on the market for the timeline.

Briggs said building the second apartment complex will depend on the market conditions. They anticipate 70% signed up occupancy while the first unit is being built that will take about a year. If the rental confirmation is moving slower, they will back it off a little bit prior to building the second unit.

Hallin asked if the 18 months is covered in the Developer's Agreement and will that need to be reviewed at a later date.

Barbian said it is covered in the TIF Agreement.

Moller asked how many underground parking spots there will be in each building.

Briggs said 49 underground parking spaces in each complex.

Erickson asked what they will do for the heat source.

Briggs said natural gas with boiler heat.

Barbian asked if the heat will be part of the rent or separate.

Briggs said separate.

JOHNSON MOVED, SECOND BY HALLIN, TO FORWARD TO THE CITY COUNCIL WITH THE RECOMMENDATION OF APPROVAL OF THE PRELIMINARY & FINAL PLAT FOR RUM RIVER WITH THE FOLLOWING CONDITIONS:

1. THE CUL-DE-SAC WILL NEED TO HAVE A RIGHT-OF-WAY OR EASEMENT SHOWN ON THE FINAL PLAT AND A SEWER AND WATER VALVE FOR FUTURE EXPANSION. THIS CUL-DE-SAC SHOULD HAVE CLASS 5 MATERIAL OR TEMPORARY BITUMINOUS.
2. DEVELOPER SUBMIT TRANSFORMER AND ELECTRIC UTILITY PLANS TO THE PUBLIC UTILITIES FOR APPROVAL PRIOR TO FINAL PLAT APPROVAL. TRANSFORMERS WILL BE LOCATED ON THE APARTMENT SITES WITH AN EASEMENT TO BE CREATED.
3. MOVE THE EXISTING STREET LIGHT ALONG FIRST STREET AND THE PROPOSED 19TH AVENUE SOUTH TO THE WEST OF 19TH AVENUE SOUTH, PLACING IT ONE FOOT BEHIND THE TRAIL. TWO ADDITIONAL STREET LIGHTS WILL BE PLACED; ONE BY THE ENTRANCE FOR THE APARTMENT BUILDINGS OFF OF 19TH AVENUE SOUTH, AND THE OTHER AT THE END OF THE STREET WHERE IT MEETS THE CUL-DE-SAC. LIGHTS SHALL BE PLACED ONE FOOT BEHIND THE TRAIL. PUC REQUIRES STANDARD POLES AND LIGHTS WITH A LONG ARM SO THE POLES CAN BE PLACED TO THE WEST OF THE TRAIL AND FACILITATE SNOWPLOWING.
4. MILLE LACS COUNTY ENGINEER APPROVE THE DRIVEWAY ACCESS FOR 19TH AVENUE SOUTH AND THE SECOND ACCESS WEST OF THE PLAT WITH CURB CUTS EXISTING ONTO FIRST STREET, AND PEDESTRIAN CROSSING, ADDITIONALLY A BIKE PATH EXTENSION TO 21ST AVENUE.
5. EMERGENCY EGRESS ROAD ONTO FIRST STREET BE 26' FOOT WIDE WITH SIGNAGE AS EXIT ONLY AND RIGHT TURN ONLY. AFTER CURB LINE TO PUT THE RADIUS TO THE EAST FOR RIGHT TURN ONLY.
6. CITY ENGINEER APPROVAL OF STORM WATER PLAN.
7. PARK DEDICATION FEES WILL BE PAID IN ACCORDANCE TO THE PROPOSED AMOUNT OF 30K PER BUILDING PAID AT THE TIME OF SUBMITTAL OF THE BUILDING PERMIT FOR EACH BUILDING.

UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

2. Variance for Lot 1, Block 1, Apartments

DeWitt explained the variance is to allow the average density for this district to be higher than the 16 units per acre, and a variance to construct the proposed apartment complex in the crosswind runway which has been removed from the future airport Master Plans and Airport Layout Plan (ALP).

General Variance Review Standards

The site is located in the R-3 Multiple Family Residential District to allow the construction of a 49-unit apartment complex on two separate parcels. The first variance is to allow the average density for this district to be higher than the 16 units per acres, and a variance to construct the proposed apartment complex in the crosswind runway which has been removed from the future airport Master Plans and Airport Layout Plan (ALP).

Subsection 3.B of Chapter IV outlines the standards for review of a Variance:

1. *Is the variance in harmony with the general purposes and intent of the Zoning Ordinance?*

Comment: Yes, the general purpose and intent of the R-3 District is to create multiple family residential sites.

2. *Is the variance consistent with the Comprehensive Plan?*

Comment: Yes, the Comprehensive Plan designates this area as Residential – High Density to provide land suitable for creating new multiple family housing.

3. *Does the property owner propose to use the property in a reasonable manner not permitted by the Zoning Ordinance?*

Comment: Yes, this site is zoned R-3, multiple residential and is a permitted use.

4. *Are there circumstances unique to this property not created by the landowner?*

Comment: Yes, because of the increase in the average density for this district to be higher than the 16 units per acre, and the crosswind runway has been removed from the future airport plans to allow the construction of the apartment complexes.

5. *Will issuance of the variance maintain the essential character of the locality?*

Comment: Yes, the issuance of a variance to allow the building of two apartment complexes will maintain the essential character of the area.

6. *Does the alleged practical difficulty involve more than economic considerations?*

Comment: Yes, the request for the two variances is due to maximize the space and is appropriate for this land.

Conclusion for Variance for Lot 1, Block 1, Rum River

It is staff's recommendation to approve the two variances in separate motions.

Lot 1, Block 1, Rum River: The variance request is to allow the construction of a 49-unit apartment complex with the increase of the average density for this district to be higher than the 16 units per acre, and a variance to the Zoning Ordinance in order to construct a proposed apartment complex as the crosswind runway has been removed from the future airport plans.

HALLIN MOVED, SECOND BY MOLLER, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

Stoeckel said there is an Ordinance in place from 1977 that protects this area and if we have contacted the FAA and MnDOT. There is a group that will have to get together to make changes on this Ordinance.

DeWitt responded that the City is following the advice from the FAA and MnDOT for this variance. We have hired WSB Engineering to remove the crosswind runway from the Airport Plans. It is an eight month process.

Barbian said he spoke with the FAA and MnDOT and they recommended the variances and the 78 page document to the Ordinance and they indicated they have removed it from the FAA and MnDOT documents. The FAA and MnDOT recommend the City hold a variance public hearing to consider the granting of the variances for both items.

Stoeckel is still concerned because the City receives grant money for the Airport.

Barbian said it was with the Airport Engineer, MnDOT, and FAA that have guided the City on the variance process.

Stoeckel said the FAA is not worried about this being done, but will want to adhere to the Airport document that is in place. The City is administrating this Ordinance. The Airport Protection Zone needs to be protected.

Barbian said we are following the Ordinance and variance requirements. It will take eight months to remove that from the document.

Briggs commented that there is a certificate of survey that is included in the packet showing the safety zone only is in the vary corner of the land to be developed and would not be affected by the safety zone.

HALLIN MOVED, SECOND BY JOHNSON, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

REYNOLDS MOVED, SECOND BY HALLIN, TO APPROVE THE VARIANCE ON LOT 1, BLOCK 1, RUM RIVER, TO ALLOW THE AVERAGE DENSITY FOR THIS DISTRICT TO BE HIGHER THAN THE 16 UNITS PER ACRE, AND A VARIANCE TO CONSTRUCT THE PROPOSED 49 UNIT APARTMENT COMPLEX IN THE CROSSWIND RUNWAY WHICH HAS BEEN REMOVED FROM THE FUTURE AIRPORT MASTER PLANS AND THE AIRPORT LAYOUT PLAN (ALP). UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission 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? Yes, because of the density and crosswind runway.
5. Will the variance maintain the essential character of the locality? Yes.
6. Does the alleged practical difficulty involve more than economic considerations? Yes.

3. Variance for Lot 2, Block 1, Apartments

DeWitt explained this is the same variance as Lot 1, Block 1, Rum River to allow the average density for this district to be higher than the 16 units per acre, and a variance to construct the proposed apartment complex in the crosswind runway which has been removed from the future airport Master Plans and Airport Layout Plan (ALP).

Conclusion for Variance for Lot 2, Block 1, Rum River

Lot 2, Block 1, Rum River: The variance request is to allow the construction of a 49-unit apartment complex with the increase of the average density for this district to be higher than the 16 units per acre, and a variance to the Zoning Ordinance in order to construct a proposed apartment complex as the crosswind runway has been removed from future airport plans.

HALLIN MOVED, SECOND BY JOHNSON, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

There was no future discussion.

HALLIN MOVED, SECOND BY JOHNSON, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

HALLIN MOVED, SECOND BY JOHNSON, TO APPROVE THE VARIANCE FOR LOT 2, BLOCK 1, RUM RIVER, TO ALLOW THE AVERAGE DENSITY FOR THIS DISTRICT TO BE HIGHER THAN THE 16 UNITS PER ACRE, AND A VARIANCE TO CONSTRUCT THE PROPOSED 49 UNIT APARTMENT COMPLEX IN THE CROSSWIND RUNWAY WHICH HAS BEEN REMOVED FROM THE FUTURE AIRPORT MASTER PLANS AND THE AIRPORT LAYOUT PLAN (ALP). UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission 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? Yes.
5. Will the variance maintain the essential character of the locality? Yes.

6. Does the alleged practical difficulty involve more than economic considerations? Yes.

4. Conditional Use Permit for Lot 1, Block 1, Rum River and Lot 2, Block 1, Rum River

The proposed apartment units will exceed the 30' foot maximum height restriction and a CUP will be required for the proposed 48' building height. The Fire Chief has reviewed the proposed plans and is okay with the height.

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: It does not appear that the proposed use will create any potential erosion, runoff, water pollution and sedimentation.

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

Comment: The Site Plan has addressed the parking for the two apartment buildings.

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

Comment: The Final Plat and Site Plan Review have addressed the access and traffic generation to the site.

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

Comment: The additional apartment buildings will not overburden the city's service capacity.

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

Comment: This property site is zoned R-3 Multiple Residential District and is residential high density on the Future Land Use Map.

Conclusion for Conditional Use Permit

It is City staff's recommendation to approve the Conditional Use Permit to construct a 48' foot in height apartment buildings. Separate motions are required:

1. Approval of the Conditional Use Permit to construct a 49-unit apartment complex with the height that will exceed the 30-foot maximum height restriction in the R-3 Multiple Family

Residential District on the property sites described as: Lot 1, Block 1, Rum River, according to the recorded plat thereof; Mille Lacs County, City of Princeton, MN (Part of PID: 24-932-0800)

2. Conditional Use Permit to construct a 49-unit apartment complex with the height that will exceed the 30-foot maximum height restriction in the R-3 Multiple Family Residential District on the property sites described as: Lot 2, Block 1, Rum River, according to the recorded plat thereof; Mille Lacs County, City of Princeton, MN (Part of PID: 24-032-2100)

HALLIN MOVED, SECOND BY JOHNSON, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

Moller asked if that height restriction is only in this district.

DeWitt explained the 30' foot maximum height is in all districts.

HALLIN MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

HALLIN MOVED, SECOND BY REYNOLDS, TO APPROVE THE CONDITIONAL USE PERMIT TO CONSTRUCT A 49-UNIT APARTMENT COMPLEX THAT WILL EXCEED THE 30-FOOT MAXIMUM HEIGHT RESTRICTION IN THE R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT ON THE PROPERTY SITE DESCRIBED AS LOT 1, BLOCK 1, RUM RIVER. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission 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 (if applicable)? 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.

HALLIN MOVED, SECOND BY REYNOLDS, TO OPEN THE PUBLIC HEARING FOR LOT 2, BLOCK 1, RUM RIVER. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

There was no discussion.

JOHNSON MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

HALLIN MOVED, SECOND BY REYNOLDS, TO APPROVE THE CONDITIONAL USE PERMIT TO CONSTRUCT A 49-UNIT APARTMENT COMPLEX THAT WILL EXCEED THE 30-FOOT MAXIMUM HEIGHT RESTRICTION IN THE R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT ON THE PROPERTY SITE DESCRIBED AS LOT 2, BLOCK 1, RUM RIVER. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission 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 (if applicable)? 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.

SITE PLAN REVIEW

The Developer is proposed to construct market rate two 49-unit apartments in two phases. Each apartment building will consist of 26-studios, 44-1 bedroom suites, and 28-2 bedroom suites, for a total of 98 units. The building units will consist of 22,569 square feet.

Exterior façade would include a combination of horizontal & vertical 5" EDCO steel siding & a wanes coat of cultured stone on all elevations. Powder coated aluminum balconies throughout. All trims including garage doors, soffit, fascia, to include white aluminum wrap accents. There will be 49 indoor parking stalls and 34 uncovered parking stalls.

The City and Developer pay the agreed upon Park Dedication Fee at the issuance of the building permit for each site.

Fire Department

The Fire Chief is requesting Knox boxes at the front of each building and the Developer arrange with the Fire Chief placement of the FDC hookups.

Parking

The plans show 49 stalls (2 accessible) for garage parking, 34 stalls (2 accessible) of surface parking, per building units.

Site Plan Conclusion

Staff would recommend approval of the Site Plan application with the following conditions:

1. Provide Princeton Public Utilities with the electrical drawings for the building service connections. Also complete the necessary forms, one for temporary service during construction and another for permanent service.
2. Electric meters to be installed on the outside with one-meter bank per building.
3. Developer will contact the Fire Chief for placement of FDC hookups and Knox box.
4. If due to weather conditions the sodding and/or seeding and driveway asphalt installation is unadvisable an escrow deposit be submitted prior to issuance of Certificate of Occupancy.
5. All necessary permits shall be applied for and approved prior to construction, including, but not limited to: Building Permit, Water Access Charge (WAC), and Sewer Access Charge (SAC). Signage will need to be reviewed and approved by staff prior to installation.
6. 19th Avenue South must be constructed with a bituminous surface with the Minnesota Highway Department Spec. 2331.
7. The work shall be carried on the minimum of interference with traffic. Suitable and adequate guards, warnings, barricades, lights, etc. shall be provided. Access to private property shall be maintained.
8. The contractor shall replace in-kind or better all streets, driveways, curbs, and sidewalks disturbed by his operations.
9. All siding and roofing used in residential construction shall consist of building materials in common use in residential construction.
10. Landscaping plans submitted and approved by staff prior to the building permit issuance.
11. City Engineer approval of storm water plan.

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

Jenn Edison, PE – WSB City Engineer Memo:

We have reviewed the following documents submitted for the West Rivertown Apartments development in Princeton, MN by Stark Engineering:

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- * 19-118 Preliminary Stormwater Report 11-30-20.pdf

- * 20-0422 Final Plat
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We have the following comments:

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1. Submit for and provide copies to the City of all required permits from regulatory agencies (NPDES, County).
2. An NPDES permit is required as the site exceeds 1 acre of disturbance.
3. All outlet pipe leaving the proposed development will need to be included within a drainage and utility easement. Similarly, the proposed temp CDS will need to be included within a road easement of platted right of way.
4. Submit soil borings to verify the soil type and groundwater levels.

Discharge Point

1. Provide additional detail regarding the final discharge point from the site. The pipe does not appear to extend all the way to the nearby wetland. As shown, it is a point discharge onto an adjacent property.

Rate Control

1. In addition to the 1-, 10-, and 100-year calculations provided by the developer, an analysis must be done to show that the following requirements are met for the proposed site runoff:

- * Limit discharge from site to:
 - * 0.05 cfs per acre in the 10-year event
 - * 0.07 cfs per acre in the 100-year event

2. The development appears to be meeting the 10-year event requirement, but not the 100-year event requirement.

Volume Control

1. Volume control appears to be met for the site within the two infiltration ponds.

Drainage Areas

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Drainage Areas

1. How will rooftop runoff from the apartment buildings be directed to the center basin and the southeast basin? Provide additional detail (grading or drainage structures).

Flood Control

1. Label the pond emergency overflow (EOF) elevations and ensure the EOF is a minimum of 1-foot below the lowest building opening.
2. Label the 100-year HWL on the plans.
 - a. Ensure a 3-foot separation between the lowest building opening and the HWL.
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Infiltration Basins

1. Pretreatment to NURP standards is required prior to discharge into the infiltration basins.
2. Use a maximum infiltration rate of 0.5 in/hr for A soils unless infiltrometer test is done.

Storm Sewer

1. Design the storm sewer for the 10-year event. Submit rational calculations.

*****End of City Engineer Memo*****

Barbian said he talked to Briggs and Kraemer and they want to explore the electric meters inside the building.

Briggs said they have an electrical room inside each building so they want to put it indoors. The Princeton Public Utilities would have a Knox box key so they can get inside the electrical room.

HALLIN MOVED, SECOND BY REYNOLDS, TO APPROVE THE SITE PLAN FOR THE 49-UNIT APARTMENT COMPLEX ON LOT 1, BLOCK 1, RUM RIVER AND THE SECOND 49-UNIT APARTMENT COMPLEX ON LOT 2, BLOCK 1, RUM RIVER WITH THE FOLLOWING CONDITIONS:

1. PROVIDE PRINCETON PUBLIC UTILITIES WITH THE ELECTRICAL DRAWINGS FOR THE BUILDING SERVICE CONNECTIONS. ALSO COMPLETE THE NECESSARY FORMS, ONE FOR TEMPORARY SERVICE DURING CONSTRUCTION AND ANOTHER FOR PERMANENT SERVICE.
2. ELECTRIC METERS TO BE INSTALLED ON THE OUTSIDE OF THE BUILDING WITH ONE-METER BANK PER BUILDING, UNLESS PRINCETON PUBLIC UTILITIES APPROVES HAVING THE METERS INSIDE THE BUILDING IN THE ELECTRICAL ROOM PROVIDED THAT THEY ARE GIVEN A KEY OR KNOX BOX ENTRY TO ACCESS THE EQUIPMENT AT ANY TIME.
3. DEVELOPER WILL CONTACT THE FIRE CHIEF FOR PLACEMENT OF FDC HOOKUPS AND KNOX BOX.
4. IF DUE TO WEATHER CONDITIONS THE SODDING AND/OR SEEDING AND DRIVEWAY ASPHALT INSTALLATION IS UNADVISABLE AN ESCROW DEPOSIT BE SUBMITTED PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY.

5. ALL NECESSARY PERMITS SHALL BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION, INCLUDING, BUT NOT LIMITED TO: BUILDING PERMIT, WATER ACCESS CHARGE (WAC), AND SEWER ACCESS CHARGE (SAC). SIGNAGE WILL NEED TO BE REVIEWED AND APPROVED BY STAFF PRIOR TO INSTALLATION.
6. 19TH AVENUE SOUTH MUST BE CONSTRUCTED WITH A BITUMINOUS SURFACE WITH THE MINNESOTA HIGHWAY DEPARTMENT SPEC. 2331.
7. THE WORK SHALL BE CARRIED ON WITH MINIMUM OF INTERFERENCE WITH TRAFFIC. SUITABLE AND ADEQUATE GUARDS, WARNINGS, BARRICADES, LIGHTS, ETC. SHALL BE PROVIDED. ACCESS TO PRIVATE PROPERTY SHALL BE MAINTAINED.
8. THE CONTRACTOR SHALL REPLACE IN-KIND OR BETTER ALL STREETS, DRIVEWAYS, CURBS, AND SIDEWALKS DISTURBED BY HIS OPERATIONS.
9. ALL SIDING AND ROOFING USED IN RESIDENTIAL CONSTRUCTION SHALL CONSIST OF BUILDING MATERIALS IN COMMON USE IN RESIDENTIAL CONSTRUCTION.
10. LANDSCAPING PLANS SUBMITTED AND APPROVED BY STAFF PRIOR TO THE BUILDING PERMIT ISSUANCE.
11. CITY ENGINEER APPROVAL OF STORM WATER PLAN.

UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

6. Variance for 21st Avenue South

Stephanie Hillesheim, Comm. Dev. Specialist Memo:

Background:

In 2020, the City of Princeton City Council identified the connection of 21st Ave to 19th Ave to increase inner connectivity between the industrial park, HWY 169 and the north end of Princeton as a priority goal. In February of 2020, the City applied for funding from the Greater MN Business Development Infrastructure Program (BDPI) through DEED in support of Sylva Corporation expanding their business on the adjacent lot they purchased on 19th Ave. The parcel currently has no road frontage and is currently regarded as an outlot which cannot be improved. It is necessary to extend city infrastructure (road and sewer) to the lot to move forward with platting the parcel to qualify the site as buildable. The application was approved for \$310,000 with an additional investment required from the city of \$333,000.

Additionally, in 2020, the City of Princeton was provided with an opportunity to expand industrial park space through the potential purchase of 42 acres, along the identified 21st Ave corridor, adjacent to the existing Aero Business Park. After speaking with a variety of industrial partners and potential prospects, industrial park property is in demand. With this identified

interest, it became clear the opportunity to connect 21st and 19th Avenue is a here, with a potential grant amendment of the MN DEED BDPI application to include the complete extension.

Analysis:

A necessary step forward in the process is to apply for a variance to allow for the connection due to the crosswind runway. The City of Princeton is currently working towards the removal of the crosswind runway. The City has removed the crosswind runway from the ALP and both MnDOT Aeronautics and the FAA have removed the crosswind runway from their plans, with the intention of supporting the complete removal of the crosswind runway from the City's ordinance. As the final steps for removal are not yet complete, it is necessary to apply for a variance from the City of Princeton to allow for the anticipated increased traffic flows within the proposed connection.

Recommendation:

City staff requests the Planning Commissions approval of a variance to allow for the connection and extension of 21st Ave, allowing staff to move forward with the design and engineering and potential construction of the complete extension.

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

Hillesheim said this will connect to Aero Business Park to the Industrial Park. The application will be going in tomorrow. This will allow increase traffic flows.

Johnson asked if this extension will be okay with the FAA.

Barbian said yes.

HALLIN MOVED, SECOND BY REYNOLDS, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

Moller asked if road construction will be okay to start with this variance.

Barbian said yes.

Hallin liked that it opens to the Industrial Park.

Hillesheim said this will help with the new Industrial Park.

Moller commented that it will take a lot of pressure off of the downtown and roundabout.

Hillesheim said potential businesses like the thought of being close to the airport.

Erickson said for safety purposes it is good to have another access point to the Industrial Park.

Barbian said he spoke to the FAA and they encouraged the variance approval. The public hearing was sent to the FAA and MnDOT. This extension may not be completed, but we are pursuing funding to help with the cost.

Hillesheim said the City is approved for \$310,000 and the remaining funds have not been approved.

MOLLER MOVED, SECOND BY HALLIN, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

HALLIN MOVED, SECOND BY REYNOLDS, TO APPROVE THE VARIANCE TO THE ZONING ORDINANCE TO CONSTRUCT THE EXTENSION OF 21ST AVENUE SOUTH FROM AERO BUSINESS PARK INTO PRINCETON INDUSTRIAL PARK AS THE CROSSWIND RUNWAY HAS BEEN REMOVED FROM THE FUTURE AIRPORT PLANS. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission 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? Yes.
5. Will the variance maintain the essential character of the locality? Yes.
6. Does the alleged practical difficulty involve more than economic considerations? Yes.

OLD BUSINESS: None

NEW BUSINESS:

A. Site Plan for Taco John's

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

BACKGROUND

R.W. Builders has submitted a Site Plan application as representative for McBroom Investments, LLC., for the construction of a 2,200 square foot Taco John's Restaurant. The parcel is west of Marathon Station and east of Crystal Cabinet Works. This proposed site will be on Lot 5, Belview First Addition with a shared storm water pond on Lots 6 that will also service Lot 7, west of the site.

ZONING

This property is located in the B-3, General Commercial District and restaurants and eating establishments are a permitted use. Those that have drive thru services are allowed provided that:

- (a) Residential properties shall be screened from vehicle lights in the stacking area.

(b) Adequate stacking is provided at the menu board and pick-up window.

(c) The drive-thru hours of operation are limited to 7:00 AM to 10:00 PM, unless extended by the City Council as part of the conditional use permit.

Yard Requirements for B-3 District

Lot area minimum – 10,000 sq. ft.

Lot width minimum feet – 75 feet

Maximum lot coverage – 60%

Impervious Coverage – 80.72% (Storm water is directed to the lot to the west of the site)

Front yard minimum – 20 feet

Side yard minimum – 5 feet

Rear yard minimum – 20 feet

Maximum height – 30 feet

The enclosed trash area will be located on the northwest corner of the site with a concrete pad.

PARKING

Fast Food Establishments – With seating – One space per three patron seats, plus one space per employee on the largest shift.

Seating accommodates 38 customers = 13 average parking spaces

Employees 8 = 3 average parking spaces

Plans have 23 (19' x 9') parking stalls and 2 handicap spaces

Zoning Requirements are met. Building Inspector looked at the parking and was okay with what was provided.

PRIVATE ACCESS ROAD – The plans show a private road that will access off of 9th Circle South and service Lot 5, Lot 6, and Lot 7. Documentation of easement agreement and maintenance will need to be provided prior to submittal of the building permit. The City Engineer recommended reducing the entrance to the site from the 36' feet down to 30' ft – 32' ft from the east. Stacking will be reduced from 52' ft to 46' ft, but this will reduce how close the access from the site to 9th Circle South. There is not much traffic coming from the north and the only competing turns would be from the left turns from Marathon site.

MENU BOARD – The menu board will be located on the northwest side of the building with a single lane for stacking from the access off of the private road.

LIGHTING – The plans show five LED parking lights located on the perimeter of the parking lot and drive thru area. The lights will be directed down to illuminate the area as well as four building lights on the roof area of the front of the building.

LANDSCAPING

A landscaping plan has not been submitted. There is a white split face brick 7' foot planter on the southeast corner of the building. Additional landscaping plans will need to be approved by staff prior to the issuance of the building permit.

Bike rack will be required. The Great Northern Trail is located south of the round-about will have bike riders accommodating the trail and will visit the restaurant. Staff would like connection to the site from the trail and the Builder is looking into if that is possible with the retaining wall on the south of the site.

BUILDING MATERIALS

Exterior is ACM metal panels and hardi panels with permanent colors as shown on the plans with a commercial flat rubber roof. All rooftop mechanicals shall be screened with materials that are architecturally compatible with the building. All ground level mechanicals (air conditioning units, electrical boxes, etc.) shall be screened with shrubs and or approved fence.

SEWER AND WATER CONNECTION

Princeton Public Utilities is okay with the fire hydrant relocated six feet to the south, but in order to do that the water will need to be shut off to Marathon Gas Station and Burger King, and they will work with the contractor to coordinate that effort.

STORMWATER

Jenn Edison, WSB City Engineer Memo Dated December 16, 2020:

We have reviewed the following documents submitted for the Taco John's development in Princeton, MN by Rum River Land Surveyors and Engineers on November 23, 2020:

- * P-444403_Complete Civil Plans (11-19-20).pdf
- * P444403_SMP (11-19-20).pdf

We have the following comments with regards to stormwater management;

General

1. Submit for and provide copies to the City of all required permits from regulatory agencies (NPDES, Sherburne County).
2. An NPDES permit is required as the site exceeds 1 acre of disturbance.
3. Show all final utility easements. Storm pond and any pipe outlets should be included within a drainage and utility easement.
4. Verify pond is sized to accommodate development on other two lots and provide calcs verifying the assumptions for impervious on these two lots.

Stormwater Management

1. Drainage Areas
 - a. Delineate the drainage area for the proposed roadway on the north side of the site in existing and proposed conditions.
2. HydroCAD Modeling
 - a. Please add the proposed roadway drainage leaving the site to the HydroCAD model.
3. Volume Control

a. The proposed filtration basin is accurately sized to provide the required water quality volume for the entire site, but as currently designed, 7,345 square feet of impervious surface leave the site without treatment.

i. Please add an additional catch basin on the north side of the proposed roadway across the street from catch basin #2 to treat additional runoff.

4. Water Quality

a. Pretreatment to NURP standard is required prior to the filtration basin. It appears that a basin with a filter bench or a more efficient treatment structure (more than a sump) in CB/MH #4 could achieve this.

5. Rate Control

a. Please include the drainage leaving the site without treatment in the rate

FIRE

The Fire Chief request a Knox box on the front of the building. The applicant can contact the Fire Department to acquire one.

SIGNAGE

The applicant has not submitted any signage at this time. If in the future the applicant is asking for either a pylon or monument signage, staff will bring that to the Planning Commission Board for approval. Otherwise, staff will review wall signage for the building permit approval.

RECOMMENDATION

Staff would recommend approval of the Site Plan with the following conditions:

1. The plans reflect the conditions and conclusions of the City Engineer for storm water. Taco John's site shall have an easement on the adjoining lot for storm water.
2. A Knox box be placed on the building in coordination with the Fire Chief.
3. All necessary permits shall be applied for and approved prior to construction, including, but not limited to: Building Permit, Water Access Charge (WAC), Sewer Access Charge (SAC), and future sign permit.
4. Landscaping plans approved by City staff prior to issuance of building permit.
5. Documentation for easement and maintenance agreement for the shared storm water pond located on Lot 6 to also service Lot 7 will need to be provided.
6. Private street access to the site will need easement clarification and maintenance agreement to service Lot 6 and Lot 7.
7. The City Engineer recommends reducing the entrance to the site from the 36' feet down to 30' feet – 32' feet from the east.
8. Fire hydrant relocation will need to be coordinated with Public Utilities and Contractor for the shut off of water to Marathon Gas Station and Burger King.
9. Bike rack installed by the front of the building.
10. Right turn signage on private road exiting site onto 9th Circle South.

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

Erickson said on the entrance to the site will that work to make it 32' feet.

Ron Weyer, applicant said the 32' feet and stacking room to the private road will work fine.

Erickson said he goes to the Marathon Station each morning and tractor trailers after fueling, will park on 9th Circle to get something to eat and maybe a no parking sign could be put up.

DeWitt said staff can look into that once the site is up and see if it is needed.

Hallin likes the plans. It is a nicer location for them.

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE SITE PLAN FOR THE NEW TACO JOHN'S SITE LOCATED ON LOT 5, BELVIEW FIRST ADDITION WITH THE FOLLOWING CONDITIONS:

1. THE PLANS REFLECT THE CONDITIONS AND CONCLUSIONS OF THE CITY ENGINEER FOR STORM WATER. TACO JOHN'S SITE SHALL HAVE AN EASEMENT ON THE ADJOINING LOT FOR STORM WATER.
2. A KNOX BOX BE PLACED ON THE BUILDING IN COORDINATION WITH THE FIRE CHIEF.
3. ALL NECESSARY PERMITS SHALL BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION, INCLUDING, BUT NOT LIMITED TO: BUILDING PERMIT, WATER ACCESS CHARGE (WAC), SEWER ACCESS CHARGE (SAC), AND FUTURE SIGN PERMIT.
4. LANDSCAPING PLANS APPROVED BY CITY STAFF PRIOR TO ISSUANCE OF BUILDING PERMIT.
5. DOCUMENTATION FOR EASEMENT AND MAINTENANCE AGREEMENT FOR THE SHARED STORM WATER POND LOCATED ON LOT 6 TO ALSO SERVICE LOT 7 WILL NEED TO BE PROVIDED.
6. PRIVATE STREET ACCESS TO THE SITE WILL NEED EASEMENT CLARIFICATION AND MAINTENANCE AGREEMENT TO SERVICE LOT 6 AND LOT 7.
7. THE CITY ENGINEER RECOMMENDS REDUCING THE ENTRANCE TO THE SITE FROM THE 36' FEET DOWN TO 30' FEET - 32' FEET FROM THE EAST.
8. FIRE HYDRANT RELOCATION WILL NEED TO BE COORDINATED WITH PUBLIC UTILITIES AND CONTRACTOR FOR THE SHUT OFF OF WATER TO MARATHON GAS STATION AND BURGER KING.
9. BIKE RACK INSTALLED BY THE FRONT OF THE BUILDING.
10. RIGHT TURN SIGNAGE ON PRIVATE ROAD EXITING THE SITE ONTO 9TH CIRCLE SOUTH. POSSIBLE NO PARKING SIGNAGE ON 9TH CIRCLE SOUTH.

UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.



B. Petition for Annexation for 32 Acres

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

Richard and Anne Schwartz have submitted a petition for annexation for three sites that are located southeast of Princeton in Sherburne County. The property sites PID's are: #01-004-1300, #01-004-1101, and #01-004-4201. The PID #01-004-1300 is the Schwartz's home site and the other two parcels is vacant land adjoining their property. Site maps are attached.

The City Council will hold a public hearing on January 28th, 2021. The Planning Commission's roll in this annexation request is to accept and approve as being in the conformance with the Comprehensive Plan. The updated Future Land Use Plan has this area as commercial. This would have to be changed along with designating the appropriate zoning district to the site once the annexation has been finalized.

The Planning Commission is asked to forward their recommendation to the City Council.

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

Richard Schwartz, owner of the property attended the meeting via Zoom. Schwartz said the properties are for sale, but not listed. The wooded area he hunts on. A potential buyer was interested in the upper area as a commercial and the lower site as residential. The residential would-be low density and the commercial may have office and such. The trees really give blockage to the property along the highway. It would depend on who would buy it for what their plans are for it. He is not in a hurry to sell this land. He has had five different parties interested on the land.

HALLIN MOVED, SECOND BY JOHNSON, TO FORWARD TO THE CITY COUNCIL
RECOMMENDATION OF APPROVAL FOR THE PETITION OF ANNEXATION FOR 32 ACRES OF THE
FOLLOWING PROPERTIES #01-004-1300, #01-004-1101, AND #01-004-4201. UPON THE VOTE,
THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

C. Meeting Date Change

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 decided 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 25th, 2020

February 22nd, 2021

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

HALLIN MOVED, SECOND BY MOLLER, TO APPROVE THE PLANNING COMMISSION MEETING DATE CHANGE FROM JANUARY 18TH, 2021 TO JANUARY 25TH, 2021 AND FEBRUARY 15, 2021 TO FEBRUARY 22ND, 2021. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

COMMUNICATION AND REPORTS:

A. Verbal Report

1. November Building Permits

DeWitt explained that for November, 2020 is basically remodels.

B. City Council Minutes for November, 2020

The Planning Commission had no comments.

HALLIN MOVED, SECOND BY JOHNSON, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:45 P.M.

ATTEST:

Dan Erickson, Chair

Mary Lou DeWitt, Comm. Dev. Zoning Specialist