



DRAFT

**THE MEETING FOR THE PLANNING COMMISSION BOARD HELD ON JANUARY 24, 2022,
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. Members present were Scott Moller, Eldon Johnson, and Victoria Hallin (per Zoom). Staff present was Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

Absent: Jon George

OATH OF OFFICE:

Jon George will take the Oath of Office at the February 28, 2022 meeting.

ELECTION OF OFFICERS:

JOHNSON NOMINATED DAN ERICKSON FOR PLANNING COMMISSION CHAIR. MOLLER MOVED, JOHNSON SECOND, TO CLOSE THE NOMINATIONS. UPON THE VOTE FOR DAN ERICKSON FOR PLANNING COMMISSION CHAIR, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

MOLLER NOMINATED VICTORIA HALLIN FOR PLANNING COMMISSION VICE CHAIR. JOHNSON MOVED, MOLLER SECOND, TO CLOSE THE NOMINATIONS. UPON THE VOTE FOR VICTORIA HALLIN FOR PLANNING COMMISSION VICE CHAIR, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

HALLIN NOMINATED ELDON JOHNSON FOR PLANNING COMMISSION SECRETARY. ERICKSON MOVED, HALLIN SECOND, TO CLOSE THE NOMINATIONS. UPON THE VOTE FOR ELDON JOHNSON FOR PLANNING COMMISSION SECRETARY, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

APPROVAL OF MINUTES OF REGULAR MEETING ON DECEMBER 20, 2021

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE MINUTES OF DECEMBER 20, 2021. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:

HALLIN MOVED, SECOND BY MOLLER, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING:

A. Interim Use Permit at 705 Old County Road #18 South
Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

Background: Catie Bonkowske, applicant has applied for an Interim Use Permit to open a

daycare facility at the property located at 705 Old County Road #18 South. The property is zoned MN-1, Industrial District. The applicants would be leasing the site from John Westling who supports the daycare facility and has signed the application.

Analysis: The MN-1, Industrial District Zoning Ordinance states a daycare accessory to a principal use is permitted with the issuance of an Interim Use Permit. This site is attached to the TUCS Equipment Inc. building and across the street is Sterling Pointe Senior Living, and Plastic Product Co. In close vicinity is the Fairview Northland Medical Center, the Princeton High School, and Meadow View residential housing development, all of which would benefit from a daycare facility close by.

The classification for “daycare accessory to a principal use” is meant for the adjoining manufacturing site. TUCS Equipment is not as largely employed as the nearby employment facilities, but those facilities would benefit from a daycare close by.

The owner of the building will provide a signed row of parking on the paved parking lot for proposed daycare facility. A separate entrance to the building will make it convenient for child drop off and pickups. Also, per daycare guidelines, a 1,500 square foot or more fenced in grass area will be added to the site.

The applicant will have to be licensed for daycare with the State of Minnesota and will have the site checked for abiding the building codes for daycare facilities.

Interim Use Permit Review Standards: When reviewing the application for an interim use, the City shall base its judgement on the following factors and any other factors it may deem appropriate for the specific property. The interim use may be granted if:

1. The proposed use is an interim use listed in the district in which the application is being made;

Comment: A daycare accessory to a principal use is permitted use in the MN-1 District with the issuance of an Interim Use Permit.

2. The date or event that will terminate the use can be identified with certainty and continued;
Comment: The Planning Commission shall recommend to the City Council a date or event that will terminate the Interim Use. Staff would recommend that the Interim Use Permit would terminate when the applicant discontinues the daycare use at the property site.

3. The interim use does not result in adverse effects on the public health, safety and welfare nor does it create additional pollution potential for ground and surface waters;
Comment: The proposed daycare does not appear that it will result in adverse effects on the public health, safety, and welfare, nor does it create additional pollution.

4. Permission of the use will not impose additional cost on the public if it is necessary for the public to take the property in the future.

Comment: It does not appear the use will impose additional costs on the public if it is necessary for the public to take the property in the future.

Conclusion / Recommendation: Based on the findings that the proposed Interim Use appears to meet the standards for the daycare facility and the general review standards for an Interim Use Permit, as listed in the Zoning Ordinance. Staff would recommend the Planning Commission approval of the proposed Interim Use Permit to have a daycare facility at the property site of 705 Old County Road #18 South, and forward to the City Council for final decision, subject to the following conditions:

1. The Interim Use Permit will terminate when the applicant discontinues the daycare use at the property site.
2. A building permit will be required and approved by staff and the Building Inspector prior to installation of signage.

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

DeWitt said she spoke to Mike Hylandsson later in the afternoon today and he emailed her the following email:

Hi Mary Lou, Thank you for your time on the phone regarding the application for allowing a Daycare as an accessory to the principal use located at 705 Old County Road #18 South, PID 24-032-2501.

Please let it be known at tonight's meeting that Casa Y Tierra, LLC owners of the adjoining property to the west/north are in full support of the Daycare application.

*If you have any questions, please call me at your convenience. We wish them good luck!
Thank you for your time, Mike*

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

DeWitt said Catie Bonkowske is present if the Planning Commission has any questions.

HALLIN MOVED, SECOND BY JOHNSON, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Hallin asked Bonkowske what her plans are for the playground.

Bonkowske will fence it in. There is a sidewalk in front of the building and she would like to pave a sidewalk to the playground. Her plans are to put the younger children in strollers to the playground and older children will walk to the playground and a sidewalk would be helpful. For the playground itself, she would like to put wood chips down or grass. The daycare is regulated by the MN Department of Health.

Hallin asked what age groups of children she will have.

Bonkowske said six weeks to 12 years of age. That is a very standard age group for daycares. She would like to have 67 children, but that would have to wait until the Building Inspectors and Fire Marshall's okay. She plans to have a before and after school program. She is very familiar with the town and has worked in childcare centers. This town needs more daycare facilities, all of them are full.

Hallin is supportive of this daycare facility. The licensing through the State is a challenge and Hallin wishes them luck.

Bonkowske said she has been working the the State and the County on opening a daycare. She also spoke to the staff at Sterling Pointe, Fairview, and TUCS and they all are very supportive.

MOLLER MOVED, SECOND BY HALLIN, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE INTERIM USE PERMIT TO ALLOW DAYCARE ACCESSORY TO A PRINCIPAL USE IN MN-1 DISTRICT AT 705 OLD COUNTY ROAD #18 SOUTH, PID #24-032-2501 AND FORWARD TO THE CITY COUNCIL FOR FINAL APPROVAL WITH THE FOLLOWING CONDITIONS:

1. THE INTERIM USE PERMIT WILL TERMINATE WHEN THE APPLICANT DISCONTINUES THE DAYCARE USE AT THE PROPERTY SITE.
2. A BUILDING PERMIT WILL BE REQUIRED AND APPROVED BY STAFF AND THE BUILDING INSPECTOR PRIOR TO INSTALLATION OF SIGNAGE.

UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Hallin said Rule Three under the State of MN is very protected and wishes Bonkowske good luck.

The Planning Commission Board reviewed the Findings of Fact:

1. Is the proposed use an interim use listed in the district in which the application is being made? Yes.
2. Is the date or event that will terminate the use can be identified with certainty and continued? Yes.
3. The interim use does not result in adverse effects on the public health, safety and welfare nor does it create additional pollution potential for ground and surface waters? No.
4. Would permission of the use not impose additional costs on the public if it is necessary for the public to take the property in the future? No.

The Commission recommends approval of a Interim Use Permit, based upon the Findings of Fact, with the noted conditions.

Bonkowske said she is projecting a fall start date.

B. Rezoning newly annexed properties #90-009-1105, 90-009-1110, and 90-009-1106

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

REZONING APPLICATION REVIEW:

Background: The City Council approved the annexation on July 8th, 2021 for parcels #90-009-1105 (approx.. 33.15 acres) and parcel #90-009-1110 (approx. 5 acres) currently is a Mobile Home Park and parcel #90-009-1106 (approx.. 16.47 acres) is vacant land.

Analysis: RM-1 Residential Manufactured Housing guideline, *the intent of the RM-1 Residential Manufactured Housing District is to promote health, safety, order, convenience, and general welfare by enforcing minimum standards for mobile home parks, the location and use of mobile home parks, and the design, construction, alteration, and arrangement of homes on said lots, authorizing the inspection of mobile home parks, the licensing of operators, and fixing penalties for violations. No building or land shall be used and no building shall be erected, converted, or structurally altered, unless otherwise provided herein.*

With the current use of the properties, zoning to RM-1, Residential Manufactured Housing would be the appropriate zoning district for the sites.

Rezoning Review Standards: Many communities utilize the following factors as review standards in rezoning request, which are being provided as information:

1. The proposed action has been conserved in relation to the specific policies and provisions and has been found to be consistent with the official City Comprehensive Plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms with all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.
5. Traffic generation by the proposed use is within capabilities of streets servicing property.

Conclusion / Recommendation: Based on the analysis, staff recommends the Planning Commission approve the rezoning of the property sites, PID#'s 90-009-1105, 90-009-1110, and 90-009-1106, to the RM-1, Residential Manufactured Housing District and forward the recommendation to the City Council to hold a first reading February 10, 2022.

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

DeWitt introduced Todd Olin, Landform Engineer for the property owners Titcomb's and Olin will answer questions from the Planning Commission.

HALLIN MOVED, SECOND BY JOHNSON, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

Olin introduced himself and gave a brief overview of the project. This is house cleaning or part of the process. This is one of the moving parts to this. This went through to the State for annexation and now is moving forward to the zoning process. The owners bought into a park to a legal nonconforming use, no expanding or change. Sherburne County was very much against mobile home parks. They did not even approve the club house improvement permit that was requested. They will look at park improvements and utilities in the future.

Johnson asked on the 16 acres will they develop that land prior to the other land with a site plan application.

Olin said they have the capacity on the existing system, but will want to down the road to transfer to the city capacity. The bench mark is 70-75% for the current capacity. They would like to expand the current park and look at the property north of the county road and the City services would extend to this land and then upgrade the parks system.

Hallin asked how long current system is in or how long they can have it.

Olin said if the current system needs upgrading, they would connect to the City. The City would never maintain the old system. Everything would be metered also.

Hallin said what if the current system fails.

Olin said if the current system fails, they would have to bring it up to standards right away for the MPCA. It could not be put on hold.

Moller said the public hearing tonight is just for the rezoning.

Olin said there are a lot of moving parts. There are two different projects that will need utilities.

HALLIN MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

JOHNSON MOVED, SECOND BY HALLIN, TO APPROVE THE REZONING REQUEST TO RM-1, RESIDENTIAL MANUFACTURED HOUSING DISTRICT AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL TO HOLD A FIRST READING FOR THE ANNEXED PROPERTIES OF #90-009-1105, 90-009-1110, AND 90-009-1106. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.



The Planning Commission reviewed the Findings of Fact:

1. Is the rezoning consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.
3. Does the rezoning constitute spot zoning of the property? No.

Based on the findings, a recommendation to approve the rezoning will be made to the Princeton City Council.

C. Comp Plan Land Use Plan and Zoning Map amendment of the property sites #90-009-1105, 90-009-1110, and 90-009-1106

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

Background: The Future Land Use Plan of the Comprehensive Plan designates the subject properties as Residential – Low Density. This property is directly adjacent to Residential – High Density designation, and with the current use as a Mobile Home Park this change from Residential – Low Density to Residential – High Density would be appropriate.

FUTURE LAND USE CATEGORIES

Residential – Low Density

This land use designation is intended to provide for existing housing stock and those new areas of housing in the City with the lowest density available. Densities will range between 1-3 dwelling units per acre. Typical housing styles for these areas will have direct entry into each unit and includes detached single-family and duplex/twin homes.

Residential – High Density

This district allows for the highest density housing development in the City at 4 to 25 dwelling units per acre gross. Housing style for these areas will range from townhomes and manufactured housing on a smaller scale up to apartment buildings or condominiums developments on a larger scale.

Conclusion / Recommendation: If the Planning Commission is in favor of recommending approval to the City Council to have final approval of the Future Land Use Plan of the Comprehensive Plan and Zoning Map Amendment, the findings should be based on the following factors:

1. The proposal complies with the Residential – High Density; and
2. The Residential – High Density is compatible with present and future land uses of the area.

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

MOLLER MOVED, SECOND BY HALLIN, TO OPEN THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

There were no additional comments from the Planning Commission or anyone in attendance.

JOHNSON MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

JOHNSON MOVED, SECOND BY HALLIN, TO APPROVE THE FUTURE LAND USE AMENDMENT FROM RESIDENTIAL – LOW DENSITY TO RESIDENTIAL – HIGH DENSITY AND ZONING MAP AMENDMENT AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL FOR THE ANNEXED PROPERTIES OF #90-009-1105, 90-009-1110, AND 90-009-1106. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission reviewed the Findings of Fact:

1. Is the rezoning consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.
3. Does the rezoning constitute spot zoning of the property? No.

Based on the findings, a recommendation to approve the Comp Plan Land Use Amendment & Zoning Map Amendment will be made to the Princeton City Council.

OLD BUSINESS: None

NEW BUSINESS: None

COMMUNICATIONS AND REPORTS: None

JOHNSON MOVED, SECOND BY HALLIN, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:49 P.M.

ATTEST:

Dan Erickson, Chair

Mary Lou DeWitt, Comm. Dev. Zoning Specialist