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**THE REGULAR MEETING FOR THE PLANNING COMMISSION BOARD HELD ON MAY 15<sup>TH</sup>, 2023,  
AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS**

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The meeting was called to order at 7:00 P.M., by 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), Stacy Marquardt (Comm. Dev. Planner), and Damien Toven (City Attorney).

Absent: Dan Erickson was absent.

**OATH OF OFFICE:**

Dan Erickson was absent and will renew his Oath of Office at the next meeting.

**APPROVAL OF MINUTES OF REGULAR MEETING ON MARCH 20, 2023**

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE MINUTES OF MARCH 20, 2023. UPON THE VOTE, THERE WERE 3, AYES, 0 NAYS. MOTION CARRIED.

**AGENDA ADDITIONS / DELETIONS:**

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE AGENDA WITH THE REMOVAL OF DAN ERICKSON’S OATH OF OFFICE. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**PUBLIC HEARING:**

**A. Lot Split at 1009 8<sup>th</sup> Avenue North**

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

**Background:** Nate Cook, applicant has purchased the property site at 1009 8<sup>th</sup> Avenue North. The legal description for the site is Lots 5 & 6, Block 64, Original Townsite. The home on the site had a fire and was demolished and the applicant would like to build a twin home.

**Zoning:** The site is located in R-2, Residential Zoning District. The Zoning Ordinance states for a permitted use in the R-2 District;

- \* Any use permitted in R-1 District;
- \* Two-family dwellings;
- \* Conversion of single-family structures to a two-family unit when each unit contains 800 square feet of floor area or more;
- \* Twin home;
- \* Accessory buildings not exceeding 800 square related to the above principal use.

With the lot split each lot would be approximately 9,796 square feet. This does meet the R-2 Zoning Ordinance.

- A. Lot area minimum square feet – 6,000
- B. Lot width minimum feet – 40
- C. Maximum lot coverage – 30%
- D. Front yard minimum setback (living area) – 20
- E. Front yard minimum setback (front porch) – 20
- F. Side yard minimum setback (living area) – 10
- G. Side yard minimum setback (garage) – 10
- H. Street side yard minimum setback – 20
- I. Rear yard minimum setback – 30
- J. Rear yard minimum alley setback – 30
- K. Maximum height – 30

**Proposal:** The home that was on the property site had a fire and was demolished. The applicant would like to build a twin home on the lot. The legal description for the lot split would be separating Lot 5 and Lot 6 and putting them on their own property identification number. The twin home would be built on the common line of the two lots per building code, with a fire wall between them.

**Access:** The access for the twin homes will be from 8<sup>th</sup> Avenue North and will work very well because the home across the street of 8<sup>th</sup> Avenue North has their driveway access off of 11<sup>th</sup> Street North.

**Water / Sewer:** The site has a current connection to sewer and water from 8<sup>th</sup> Avenue North. A separate connection will be required for the other unit. Please see the memo from Keith Butcher, PUC Manager

**Electrical:** Each unit will have separate utility meters. Please see the memo from Keith Butcher, PUC General Manager.

**Proposed Twin Home Address:**

- Lot 5 (southerly parcel) 1009 8<sup>th</sup> Avenue North
- Lot 6 (northerly parcel) 1011 8<sup>th</sup> Avenue North

**Conclusion / Recommendation:** The proposed Lot Split appears to meet the standards for the Zoning Ordinance. Staff would recommend approval of the Lot Split at 1009 8<sup>th</sup> Avenue North, PID #24-040-2910, and forward to the City Council for final approval subject to the following conditions:

1. The R-2, Residential Zoning Ordinance requirements be followed.
2. The Developer will need to contact Princeton Public Utilities and Public Works for individual connection for each twin home for water and sewer hookup from 8<sup>th</sup> Avenue North.



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3. The Developer will need to contact Princeton Public Utilities on power to the sites for individual connection for each twin home.
4. The Developer will obtain a Digging Permit from the City prior to digging in the street.
5. Separate building permits and SAC/WAC permits must be applied for and approved prior to construction of the twin homes.
6. Where the water curb stop is in a paved area (usually driveway) there needs to be a mini-manhole.
7. When work on the site begins, the work shall be carried on with minimum of interference with traffic.
8. The Developer shall replace in-kind or better all streets, curbs, and sidewalks disturbed by this operation.
9. Sodding and seeding along with driveway completion must be completed prior to issuing a Certificate of Occupancy. If unadvisable, a temporary Certificate of Occupancy may be issued subject to an escrow deposit to assure compliance by no later than July 1<sup>st</sup> of the following year.
10. The concrete pavement that remains on the lot will need to be removed from the site.
11. Requirements from the General Manager of Princeton Public Utilities memo dated April 14<sup>th</sup>, 2023 be followed.

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

Keith Butcher, General Manager Memo: April 14<sup>th</sup>, 2023

PPU has reviewed the final design for a twin-home lot split at 1009 8<sup>th</sup> Avenue North as described in an email from Mary Lou DeWitt dated 4/10/2023 and offer the following comments:

#### Electric

Description: There is a single-phase circuit located in the west alleyway. As a lot split, it is anticipated that service will come from the alley from two separate points.

#### Service Lines:

- As a lot split, separate electric service lines with separate meters will need to be constructed for each home. All electric service lines are to be underground. PPU does not install new overhead lines.
- Service lines may not cross other lots.

#### Transformer:

- Transformers, if needed, are to be placed ROW or utility easements with a minimum 10' clearance in front of all doors and 4' feet from all other sides.
- Current lead times for transformers are around 50 weeks. Pricing is based on market rates.

Fees: Per the Electric Connection application, fees associated with the project will include connection fees based on amperage, construction fees based on linear footages and construction needs, lot fees, and all applicable taxes.

Water

Description: There is an available ¾" line at the approximate center of the lot on the east side. Fees will be dependent upon size and location.

Service Lines:

- As a lot split, separate water service lines with separate water meters will need to be constructed for each home.
- Service lines may not cross other lots.

Fees:

- There is an existing stub that used to serve the old building. If this stub is used for one of the new home a WAC fee will not be required.
- The second service line will require a WAC fee. Pricing is dependent upon the service line size.

Questions / Additional Information Requested

- 1.) Electric service size, type, and location are undefined. We would need additional information to complete our review and provide accurate cost information.
- 2.) Water service size and location is undefined. We would need additional information to complete our review and provide accurate cost information.
- 3.) Where are the electric meters to be located?
- 4.) Where are the water meters to be located?

Other

Please note that any curb-stop placed in a driveway, sidewalk, or other concrete pathway must utilize a mini-manhole. These can be purchased from the PPU and pricing is based on market rates.

Service lines must enter the lot from the ROW/utility easement and may not cross any other lots.

Timeline

No equipment can be ordered or work to begin until a water and electric connection application is completed and signed and any required initial payments made.

PPU's service rules websites location and contact information followed.

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

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

There was no one present for this public hearing for the Lot Split.

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

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE LOT SPLIT AT 1009 8<sup>TH</sup> AVENUE NORTH, PID #24-040-2910, LOTS 5 & 6, BLOCK 64, ORIGINAL TOWNSITE, AND FORWARD TO THE CITY COUNCIL FOR FINAL APPROVAL WITH THE FOLLOWING CONDITIONS:

1. THE R-2, RESIDENTIAL ZONING ORDINANCE REQUIREMENTS BE FOLLOWED.
2. THE DEVELOPER WILL NEED TO CONTACT PRINCETON PUBLIC UTILITIES AND PUBLIC WORKS FOR INDIVIDUAL CONNECTION FOR EACH TWIN HOME FOR WATER AND SEWER HOOKUP FROM 8<sup>TH</sup> AVENUE NORTH.
3. THE DEVELOPER WILL NEED TO CONTACT PRINCETON PUBLIC UTILITIES ON POWER TO THE SITES FOR INDIVIDUAL CONNECTION FOR EACH TWIN HOME.
4. THE DEVELOPER WILL OBTAIN A DIGGING PERMIT FROM THE CITY PRIOR TO DIGGING IN THE STREET.
5. SEPARATE BUILDING PERMITS AND SAC/WAC PERMITS MUST BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION OF THE TWIN HOMES.
6. WHERE THE WATER CURB STOP IS IN A PAVED AREA (USUALLY DRIVEWAY) THERE NEEDS TO BE A MINI-MANHOLE.
7. WHEN WORK ON THE SITE BEGINS, THE WORK SHALL BE CARRIED ON WITH MINIMUM OF INTERFERENCE WITH TRAFFIC.
8. THE DEVELOPER SHALL REPLACE IN-KIND OR BETTER ALL STREETS, CURBS, AND SIDEWALKS DISTURBED BY THIS OPERATION.
9. SODDING OR SEEDING ALONG WITH DRIVEWAY COMPLETION MUST BE COMPLETED PRIOR TO ISSUING A CERTIFICATE OF OCCUPANCY. IF UNADVISABLE, A TEMPORARY CERTIFICATE OF OCCUPANCY MAY BE ISSUED SUBJECT TO AN ESCROW DEPOSIT TO ASSURE COMPLIANCE BY NO LATER THAN JULY 1<sup>ST</sup> OF THE FOLLOWING YEAR.
10. THE CONCRETE PAVEMENT THAT REMAINS ON THE LOT WILL NEED TO BE REMOVED FROM THE SITE.
11. REQUIREMENTS FROM THE GENERAL MANAGER OF PRINCETON PUBLIC UTILITIES MEMO DATED APRIL 14<sup>TH</sup>, 2023 BE FOLLOWED.

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

**B. Conditional Use Permit to allow a mini-storage facility at 210 19<sup>th</sup> Avenue North**

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

**Background:** Patten Properties, LLC, applicant has submitted an application for a Conditional Use Permit to allow a Mini-storage Facility at 210 19<sup>th</sup> Avenue North. The property is in the B-3, General Commercial Business District.

**Analysis:** In the B-3 Zoning Ordinance a mini-storage facility is permitted with the issuance of a Conditional Use Permit with the following conditions:

a. No building to exceed 4,000 square feet with no more than 4 (four) buildings per site.

Comment: The Site Plan Review provided will show four buildings; two of those will be 3,200 sq. ft. and two will be 4,000 sq. ft.

b. No site shall be closer than 1,000 feet from another mini-storage facility.

Comment: Staff has provided a map included with this memo that the site is 1,294 sq. ft. from another mini-storage facility.

c. No building shall be closer than 50 feet from the neighboring residential zone.

Comment: The site is approximately 348 sq. ft. from the residential site of Belle Haven.

d. Units are to be used for dead storage only. Units are not to be used for retailing, auto repair, human habitation, or any commercial activity. Storage of any flammable or hazardous material is prohibited.

Comment: This will be a condition of the Conditional Use Permit.

e. No outdoor storage is permitted.

Comment: This will be a condition of the Conditional Use Permit.

f. The facility shall be secured by either the walls of the structure and/or fencing. All doors on the units shall face inward and away from the street.

Comment: The Site Plan Review will show the applicant will have fencing and also use a portion of the structure walls to secure the site as well as the doors of the units facing inward, away from the street.

**Conditional Use Permit Standards:**

The Planning Commission shall grant a Conditional Use Permit and shall order the issuance of such permit only if it finds that such use at the proposed location complies with the following standards:

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



- 2. The proposed use has been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution, and sedimentation.
- 3. Adequate parking and loading is provided in compliance with the Ordinance.
- 4. Possible traffic generation and access problems have been addressed.
- 5. The proposed use can be accommodated with existing public services and 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.

**Conclusion / Recommendation:**

Based on the findings that the proposed Conditional Use Permit appears to meet the standards for the Mini-storage Facility and the general review standards for the Conditional Use Permit, as listed in the Zoning Ordinance, staff would recommend approval of the Conditional Use Permit Resolution #23-03 at 210 19<sup>th</sup> Avenue North, PID #24-750-0110 with the following conditions:

- 1. Applicant shall make complete application for all permits necessary for the mini-storage facility within 12 months of the CUP approval and the project substantially complete within 24 months of issuance of the first permit. The Planning Commission has the authority to grant extensions where reasonably necessary.
- 2. Units are to be used for dead storage only. Units are not to be used for retailing, auto repair, human habitation, or any commercial activity. Storage of any flammable or hazardous material is prohibited.
- 3. No outdoor storage is permitted.
- 4. The facility shall be secured by either the walls of the structure and/or fencing. All doors on the units shall face inward and away from the street.

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

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

Dan Howard, 33572 Xenon Drive Northwest, Princeton. He owns three lots in Rivertown Crossing. A mini-storage would change the business area that is currently there. This is a lot with sewer and water and is meant for retail. Storage facilities are not meant for this district. It would devalue the other lots. Taxes are high and he does not like the proposed use there. There would be no employees either at this site. This should not be in a commercial lot. There was one mini-storage unit taken down for the Minnco Credit Union and still one remains for

another site. He spoke to Bill Christian who sells commercial real estate to attend this meeting and share his comments on having a mini-storage facility at this site.

Bill Christian, 12268 170<sup>th</sup> Street, Milaca said he is a commercial real estate agent. He cannot believe a mini-storage is proposed in this development. There is a Walmart, Horizon, daycare, Aldi, and Minnco Credit Union. These people have been paying high taxes, and it is in a retail center. They may back up to mini-storages there, but it does not belong in this zoning. Do not do this to the community. Be patient with this area and it will develop.

Tim Patten, applicant spoke that he bought this property from Dan Howard fifteen years ago. They could not sell it and have reduced the price and still would not sell. The lots are not large enough for a restaurant and he has paid all the assessments. Landscaping will be done where it will look nice. There is new apartments going in town and that will help the area. We are finally putting this lot to use. He had spoke to other lot owners to combine the lots and they did not want to do that. So, they are going in this direction.

Dan Howard said the lots are one acre lots. Advance Auto and Horizon has built on these lots. It is a standard lot and created for water drainage to the back lot. People have been looking at the lots, but nothing has happened with economy and pandemic.

Moller asked what the market value is on the lot.

Tim Patten said the market value is \$224,500 and they paid \$314,000 when they bought it. It is a rectangle lot.

MOLLER MOVED, TO CLOSE THE PUBLIC HEARING.

Johnson there is a lot by Belle Haven that would work well for a mini-storage facility and it is on First Street across from the new apartment site.

Tim Patten said they have waited 15 years to have something on this lot and it suits the lot.

Joe Patten, applicant said availability for mini-storage is needed. Most mini-storage sites are full.

Dan Howard said this is not the location. What it will do to the commercial business area will not be good.

Tim Patten said  $\frac{3}{4}$  of a million dollars they are investing in this property. He would have loved to see something in this area. There is an easement in the back so it makes it difficult. There is no restaurant that would fit there, except maybe a coffee shop. He has the largest straight lot on the street. It is not a big enough lot.



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

Moller said he personally thinks it is a difficult situation. This area is for a restaurant or retail. It has been vacant for 15 years. Market has not held up and with taxes and assessments it is hard. We all know investments do not hold up all the time.

Johnson commented that this is not the area for storage units. Return on their investments will not be as good.

Hallin said mini-storage is not fitting in this area. Princeton Business Park had to wait also for buyers and now we are having purchases of the lots. The viewpoint of Hwy 169 to where this lot is does not fit in what should be developed there at this time. Rivertown Crossing has its own character in there. She does not believe a mini-storage fits in that location.

Johnson suggested that maybe Dan Howard has another lot that will work better for a mini-storage.

Tim Patten said they pay \$6,000 in taxes on this site and they have come down some. They bought the land from Dan Howard and now he is opposing it.

Hallin said the visibility is perfect for something else here.

Tim Patten said the landscaping they designed is making the site look nice. This mini-storage would put a vacant property to work. They did projections on this and there will be a return on mini-storage facilities. He understands the view point and now is stuck with a vacant lot that no one is interested in.

MOLLER MOVED, TO TABLE THE CONDITIONAL USE PERMIT REQUEST TO ALLOW A MINI-STORAGE FACILITY AT 210 19<sup>TH</sup> AVENUE NORTH, PID #24-750-0110 ITEM FOR ONE MONTH.

Damien Toven, City Attorney said it would have to be acted on within 60 days. It has to be verbal or written notice to extend past 60 days.

MOLLER MOVED, TO WITHDRAW THE MOTION TO TABLE THE CONDITIONAL USE PERMIT REQUEST TO ALLOW A MINI-STORAGE FACILITY AT 210 19<sup>TH</sup> AVENUE NORTH, PID #24-750-0110. JOHNSON SECOND THE MOTION. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

MOLLER MOVED, SECOND BY JOHNSON, TO DENY THE APPLICATION FOR THE CONDITIONAL USE PERMIT TO ALLOW A MINI-STORAGE FACILITY LOCATED AT 210 19<sup>TH</sup> AVENUE NORTH,

PID #24-750-0110 WITH THE REASONING THAT IT DOES NOT FIT IN THE RIVERTOWN CROSSING DEVELOPMENT OF THE B-3 GENERAL COMMERCIAL BUSINESS DISTRICT. 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? Yes, does not fit the character of the location.

For each response answered affirmatively, are there conditions that could be attached to the granting of a permit that would mitigate the adverse impact?

The Commission recommends denial of a Conditional Use Permit based upon the Findings of Fact.

### **C. Rezoning and amending the Future Land Use Map for the property site of PID #24-032-1100**

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

#### **Background:**

The City of Princeton, in 2018, adopted a new Airport Master Plan. This Plan removed the crosswind runway from future development plans of the airport. The City's Airport Ordinance, adopted in 1978, reflects two runways. The City held a Joint Planning Board meeting with Mille Lacs County, Sherburne County, Baldwin Township, Blue Hill Township, Greenbush Township, and Princeton Township on April 10<sup>th</sup>, 2023 for the Public Hearing. The approval of the Airport Zoning Ordinance Amendment has been sent to the State for final approval.

#### **Analysis:**

With the removal of the crosswind runway, the parcel sections that had the Airport overlay on them will no longer be impacted by the provisions of the crosswind runway. The final step is to remove the D-1, Airport Zoning designation from the Zoning Map and Future Land Use Map. There is a total of four property sites the Airport Zoning designation will be removed from. Each



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property site will have its own public hearing and Resolutions. The four sites are PID's #24-032-2200, #24-032-1100, #24-032-3202, and #24-032-0800.

The property site of #24-032-1100 is owned by the City of Princeton. This property site is currently zoned R-3, Multiple Family Residential and D-1, Airport. The full property will be designated R-3, Residential Zoning with the Rezoning Amendment. The Future Land Use Map has the site designated as Park & Open Space and will be amended to High Density Residential.

**Amendment Review Standards:**

The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common review standards from other ordinances;

1. The proposed action has been considered in relation to the specific policies and provisions of 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 serving the property.

**Conclusion / Recommendation:**

Based on the analysis, staff recommends the Planning Commission approve the rezoning of the property site, PID #24-032-1100 to remove D-1, Airport Zoning designation area and have the full property zoned R-3, Multiple Family Residential and amend the Future Land Use Map from Park & Open Space to High Density Residential and forward the recommendation to the City Council to hold a first reading May 25<sup>th</sup>, 2023.

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

DeWitt gave an overview of the application request.

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

Stoeckel said last December there was a proposal for high density housing development that needed a Variance because the crosswind runway was still in the Airport Zoning Ordinance and a portion of the property had the crosswind runway on it. The removal of the crosswind runway

has been a long way coming to make it happen where the public hearing has been completed. It is finally moving forward to completion.

There was no one present for this item on the public hearing.

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

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE REZONING OF THE PROPERTY SITE, PID #24-032-1100 TO REMOVE D-1, AIRPORT ZONING DESIGNATION AREA AND HAVE THE FULL PROPERTY ZONED R-3, MULTIPLE FAMILY RESIDENTIAL AND AMEND THE FUTURE LAND USE MAP FROM PARK & OPEN SPACE TO HIGH DENSITY RESIDENTIAL AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL TO HOLD A FIRST READING MAY 25<sup>TH</sup>, 2023. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission reviewed the Findings of Fact:

1. Is the zoning amendment consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.

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

#### **D. Rezoning site and amending the Future Land Use Map for the property site of PID #24-032-0800**

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

**Background:** The City of Princeton, in 2018, adopted a new Airport Master Plan. This Plan removed the crosswind runway future development plans of the airport. The City's Airport Ordinance, adopted in 1978, reflects two runways. The City held a Joint Planning Board meeting with Mille Lacs County, Sherburne County, Baldwin Township, Blue Hill Township, Greenbush Township, and Princeton Township on April 10-th, 2023 for the Pubic Hearing. The approval of the Airport Zoning Ordinance Amendment has been sent to the State for final approval.

**Analysis:** With the removal of the crosswind runway, the parcel sections that had the Airport overlay on them will no longer be impacted by the provisions of the crosswind runway. The final step is to remove the D-1, Airport Zoning designation from the Zoning Map and Future Land Use Map. There is a total of four property sites the Airport Zoning designation will be removed from. Each property site will have its own public hearing and Resolution. The four sites are PID's #24-032-2200, #24-032-1100, #24-032-3202, and #24-032-0800.

The property site of #24-032-0800 is owned by Phoenix Capital, LLC and they have completed the Rezoning application. This property site is currently zoned R-3, Multiple Family Residential, C-1, Conservation, and D-1, Airport. The full property will be designated R-3, Residential Zoning



with the Rezoning Amendment. The Future Land Use Map has the site designated as Park & Open Space and will be amended to High Density Residential.

**Amendment Review Standards:** The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common review standards from other ordinances;

1. The proposed action has been considered in relation to the specific policies and provisions of 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 serving the property.

**Conclusion / Recommendation:**

Based on the analysis, staff recommends the Planning Commission approve the rezoning of the property site, PID #24-032-0800 to remove C-1, Conservation, and D-1, Airport Zoning designation areas and have the full property zoned R-3, Multiple Family Residential and amend the Future Land Use Map from Park & Open Space to High Density Residential and forward the recommendation to the City Council to hold a first reading May 25<sup>th</sup>, 2023.

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

DeWitt gave an overview of the application request.

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

There was no one present for this item on the public hearing.

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

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE REZONING OF THE PROPERTY SITE, PID #24-032-0800 TO REMOVE C-1, CONSERVATON, AND D-1, AIRPORT ZONING DESIGNATION AREAS AND HAVE THE FULL PROPERTY ZONED R-3, MULTIPLE FAMILY RESIDENTIAL AND AMEND THE FUTURE LAND USE MAP FROM PARK & OPEN SPACE TO HIGH DENSITY RESIDENTIAL AND

FORWARD THE RECOMMENDATION TO THE CITY COUNCIL TO HOLD A FIRST READING MAY 25<sup>TH</sup>, 2023. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission reviewed the Findings of Fact:

1. Is the zoning amendment consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.

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

#### **E. Rezoning the property site of PID #24-032-2200**

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

**Background:** The City of Princeton, in 2018, adopted a new Airport Master Plan. This Plan removed the crosswind from future development plans of the airport. The City's Airport Ordinance, adopted in 1978, reflects two runways. The City held a Joint Planning Board meeting with Mille Lacs County, Sherburne County, Baldwin Township, Blue Hill Township, Greenbush Township, and Princeton Township on April 10<sup>th</sup>, 2023 for the Public Hearing. The approval of the Airport Zoning Ordinance Amendment has been sent to the State for final approval.

**Analysis:** With the removal of the crosswind runway, the parcel sections that had the Airport overlay on them will no longer be impacted by the provisions of the crosswind runway. The final step is to remove the D-1, Airport Zoning designation from the Zoning Map and Future Land Use Map. There is a total of four property sites the Airport Zoning designation will be removed from. Each property site will have its own public hearing and Resolution. The four sites are PID's #24-032-2200, #24-032-1100, #24-032-3202, and #24-032-0800.

The property site of #24-032-2200 is owned by John Stenslie. Mr. Stenslie supports the removing of the D-1, Airport designation has signed the Rezoning application. This property site is currently zoned R-3, Multiple Family Residential with a southeast corner having designation of D-1, Airport. The full property will be designated R-3 Residential Zoning. The Future Land Use Map has the site designated as High Density Residential and that will remain.

**Amendment Review Standards:** The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common review standards from other ordinances;

1. The proposed action has been conserved in relation to the specific policies and provisions of 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.



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- 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 serving the property.

**Conclusion / Recommendation:** Based on the analysis, staff recommends the Planning Commission approve the rezoning of the property site, 1701 First Street, PID #24-032-2200 to remove D-1, Airport Zoning designation area and have the full property zoned R-3, Multiple Family Residential and forward the recommendation to the City Council to hold a first reading May 25<sup>th</sup>, 2023.

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

DeWitt gave an overview of the application request.

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

There was no one present for this item on the public hearing.

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

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE REZONING OF THE PROPERTY SITE, 1701 FIRST STREET, PID #24-032-2200 TO REMOVE D-1, AIRPORT ZONING DESIGNATION AREA AND HAVE THE FULL PROPERTY ZONED R-3, MULTIPLE FAMILY RESIDENTIAL AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL TO HOLD A FIRST READING ON MAY 25<sup>TH</sup>, 2023. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission reviewed the Findings of Fact:

- 1. Is the zoning amendment consistent with the Princeton Land Use Plan? Yes.
  - 2. Have there been changes in the character of development in the vicinity? No.
- Based on the findings, a recommendation to approve the zoning amendment will be made to the Princeton City Council.

**F. Rezoning site and amending Future Land Use Map for the property site of PID #24-032-3202**

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

**Background:** The City of Princeton, in 2018, adopted a new Airport Master Plan. This Plan removed the crosswind runway from future development plans of the airport. The City's Airport Ordinance, adopted in 1978, reflects two runways. The City held a Joint Planning Board

meeting with Mille Lacs County, Sherburne County, Baldwin Township, Blue Hill Township, Greenbush Township, and Princeton Township on April 10<sup>th</sup>, 2023 for the Public Hearing. The approval of the Airport Zoning Ordinance Amendment has been sent to the State for final approval.

**Analysis:** With the removal of the crosswind runway, the parcel sections that had the Airport overlay on them will no longer be impacted by the provisions of the crosswind runway. The final step is to remove the D-1, Airport Zoning designation from the Zoning Map and Future Land Use Map. There is a total of four property sites the Airport Zoning designation will be removed from. Each property site will have its own public hearing and Resolution. The four sites are PID's #24-032-2200, #24-032-1100, #24-032-3202, and #24-032-0800.

The property site of #24-032-3202 is forfeited property. At this time, the property cannot be built on because it is in the wetlands. This property site is currently zoned C-1, Conservation with a portion designated D-1, Airport. The property will be rezoned to R-3, Multiple Family Residential with the D-1, Airport area and C-1, Conservation Zoning removed. The Future Land Use Map has the designation as Park & Open Space and this will be amended to High Density Residential. If in the future there is a possibility an area of the land is buildable, the proposed rezoning would coincide with the adjoining property.

**Amendment Review Standards:** The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common review standards from other ordinances;

1. The proposed action has been considered in relation to the specific policies and provisions of 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 serving the property.

**Conclusion / Recommendation:** Based on the analysis, staff recommends the Planning Commission approve the rezoning of the property site, PID #24-032-3202 to remove D-1, Airport Zoning designation and the C-1, Conservation area and have the full property zoned R-3, Multiple Family Residential and amend the Future Land Use Map from Park & Open Space to High Density Residential and forward the recommendation to the City Council to hold a first reading May 25<sup>th</sup>, 2023.

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

DeWitt gave an overview of the application request.

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

There was no one present for this item on the public hearing.

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

MOLLER MOVED, SECOND BY JOHNSON, TO APPROVE THE REZONING OF THE PROPERTY SITE, PID #24-032-3202 TO REMOVE D-1, AIRPORT ZONING DESIGNATION AND THE C-1, CONSERVATION AREA AND HAVE THE FULL PROPERTY ZONED R-3, MULTIPLE FAMILY RESIDENTIAL AND AMEND THE FUTURE LAND USE MAP FROM THE PARK & OPEN SPACE TO HIGH DENSITY RESIDENTIAL AND FORWARD THE RECOMMENDATION TO THE CITY COUNCIL TO HOLD A FIRST READING MAY 25<sup>TH</sup>, 2023. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS.

The Planning Commission reviewed the Findings of Fact:

1. Is the zoning amendment consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.

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

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Site Plan Review for a Mini-storage Facility at 210 19<sup>th</sup> Avenue North**

Patten Properties, LLC applicant, has submitted a Site Plan application for the construction of a mini-storage facility. The site is located at Lot 5, Block 2, Rivertown Crossing along 19<sup>th</sup> Avenue North. The site is in the B-3, General Commercial Zoning District.

The Planning Commission denied the Conditional Use Permit application request to allow this mini-storage facility at tonight's public hearing.

MOLLER MOVED, SECOND BY JOHNSON, TO DENY THE REVIEW OF THIS SITE PLAN FOR A MINI-STORAGE FACILITY AT 210 19<sup>TH</sup> AVENUE NORTH, BECAUSE THE CONDITIONAL USE PERMIT TO ALLOW A MINI-STORAGE FACILITY AT THE SITE WAS DENIED. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**B. Review TIF Plan and adopt Resolution #23-04 for TIF District 9-3 for Elemet Group**

Resolution No. 23-04, Resolution of the Planning and Zoning Commission finding the modification to the Development Program for Development District No. 9 and the Tax Increment Financing Plan for Tax Increment Financing District (Economic Development) No.9-3 conform to the general plan for the development and redevelopment of the city.

The City of Princeton propose to provide tax increment financing assistance through the establishment of Tax Increment Financing (Economic Development) District No. 9-3 within Development District No. 9 to assist with the financing of certain project costs for the construction of an approximate 126,621 square feet manufacturing facility by a private developer.

Marquardt said she is looking for approval on the Resolution #23-04. Elemet Group has applied for TIF for their new building.

MOLLER MOVED, SECOND BY JOHNSON TO APPROVE RESOLUTION #23-04 FOR TIF DISTRICT 9-3 FOR ELEMET GROUP. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

**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 8:14 P.M.

ATTEST:

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Victoria Hallin, Vice Chair

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Mary Lou DeWitt, Comm. Dev. Zoning Specialist