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## MEMORANDUM

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TO: Mayor & City Council  
FROM: Mary Lou DeWitt, Comm. Dev. Zoning Specialist  
SUBJECT: **Spire Credit Union Site Plan**  
DATE: December 11<sup>th</sup>, 2023

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***This is informational only - no action required***

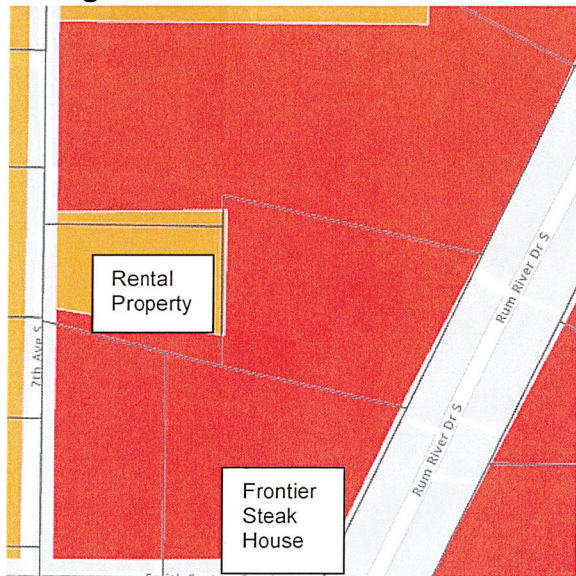
**Background:**

Spire Credit Union, has submitted a Site Plan Review application to construct a 5,050 square foot bank facility located at 905 Rum River Drive South in the B-2, Neighborhood Business District. The site is west of Rum River Drive South, north of Tiger Blvd., and east of 7<sup>th</sup> Avenue South. Currently, Frontier Steak House is still operating at the site and once the sale is complete, the building will be removed. In the new year Spire will be going through a merger and will be called Blaze Credit Union.

**New Address:**

Currently the site's address is 905 Rum River Drive South. With the new building design, the front of Spire Credit Union will face Tiger Blvd. The new address for the site will be **602 Tiger Blvd.**

**Zoning:**



■ R-3 Multiple Family Residential    ■ B-2 Neighborhood Business District

**Yard Requirements For B -2 District**

	All Uses
A. Lot area minimum	20,000 sq. ft.
B. Lot width minimum feet	75 feet
C. Maximum lot coverage	50%
D. Front yard minimum	20 feet
E. Side yard minimum	10 feet
F. Rear yard minimum	30 feet
G. Maximum height	30 feet

**Parking:**

The Zoning Ordinance parking requirement is one for each 250 square feet of useable floor area and one for each employee.

The plans show 32 parking stalls and 2 of those are ADA stalls. Employee parking is the eight parking stalls to the west of the drive thru area. The applicant employs eight full-time branch employees and one full-time investment services representative. Spire Credit Union may add two additional part-time employees in the future if needed. The two accessible spaces cannot be counted towards typical use so the parking would be one short if additional employees are added in the future.

**Lighting:**

Each corner of the building has lighting as well as the entrance/exit areas. The access from Rum River Drive South to the drive thru has light poles as well as the parking areas. The illumination of the lights will be directed downward to not disturb the adjoining properties.

**Building:**

The main exterior will be an ash color brick with the roofing material of asphalt shingles in an onyx color. The fascia will be prefinished metal in the Spire Gold coloring as well as dark bronze. The accent walls to the building will be metal Spire Blue.

**Fire:**

There is a hydrant located to the west of the site on Tiger Blvd and 7<sup>th</sup> Avenue South. FDC will be left of the main door with a strobe light above along with a Knox box in the same area. The building will sprinklered with a wet and dry system.

**Trash Enclosure:**

The dumpster will be located on the northeast corner of the site and enclosed by a brick enclosure that matches the building.

**Driveway:**

If because of weather conditions, driveway asphalt installation is 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.

**Landscaping Plan:**

The impervious coverage is 56.92%, slightly above the allowable coverage of 50%, stormwater has been reviewed by the City Engineer, please see memo dated November 8<sup>th</sup>, 2023. If because of weather conditions, landscaping installation is 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.

No landscaping in the clear view area of the access from Rum River Drive South and Tiger Blvd so vehicles entering or exiting the site have clear visibility.

**Signage:**

The applicant applied for a Variance for a higher and larger face for a pylon sign. The Variance application was denied because it does not meet the signage requirements for the B-2, Zoning District for Findings of Fact for practical difficulties of the Zoning Ordinance. It would meet the B-3, Zoning Ordinance standards without a Variance. The property site does adjoin a neighboring B-3 District and the applicant would like to apply for rezoning to B-3, General Commercial District at a future Planning Commission meeting. This zoning change will still meet the set-backs requirements that have been approved for the Site Plan Review.

**Wall Signage:**

The three locations of the Spire (Blaze) wall signage will be a white coloring in illuminated channel letters. All three signs meet the Sign Ordinance.

**Pylon Signage:**

The future pylon sign will meet the signage requirements for the zoning district.

**Monument Signage:**

In the B-2 District: The maximum sign area allowable is 60 sq. ft. and maximum sign height is 8' feet. The proposed monument signage does meet the requirements and will have internally illumination. The monument signage will be out of the clear view area.

**Site Plan Conclusion / Recommendation:**

The Planning Commission Board approved the Site Plan with the following conditions:

1. When work on the site begins, the work shall be carried on with minimum interference with traffic.
2. The applicant shall replace in-kind or better all streets, curbs, and sidewalks disturbed by this operations.
3. A building permit will not be issued for the Spire Credit Union building until the current building on the site has been removed with the issuance of a demo permit and MPCA form completed.
4. A Knox Box be placed on the front of the building in coordination with the Princeton Fire Department.
5. 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), Digging Permit, and Sign Permit. If the current WAC/SAC services are upsizing, then the applicant would pay the difference at the time of the building permit.
6. If due to weather conditions the sodding and/or seeding and driveway asphalt installation is unadvisable a separate escrow deposit be submitted prior to issuance of Certificate of Occupancy.

7. The area of curb that will be cut for entering the site will be restored to the manner of the remaining curb.
8. Applicant will contact Public Works Department and Princeton Public Utilities for the connections for water, electrical, sewer, and utility meters.
9. The plans reflect the conditions and conclusions of the City Engineer's memo dated November 8<sup>th</sup>, 2023.
10. No landscaping in the clear view area of the access from Rum River Drive South and Tiger Blvd.



**EXTERIOR RENDERINGS**

SPIRE CREDIT UNION  
PRINCETON, MINNESOTA  
10/2/23



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**A2**



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**S I G N S**  
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 Phone: 763-535-0080  
 www.leroy signs.com

**Customer**  
 Spire Credit Union

**Location**  
 Princeton, MN

**Description**  
 illuminated monument sign

**Sales Person**  
 Chris Clark

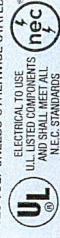
**Date**  
 06-27-2023

**Scale**  
 Scale: 1/4" = 1'-0"

**File / Rev**

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PRIMARY ELECTRICAL POWER TO SIGN TO BE BY OTHERS. ALL POWER TO BE 120 VOLT UNLESS OTHERWISE STATED

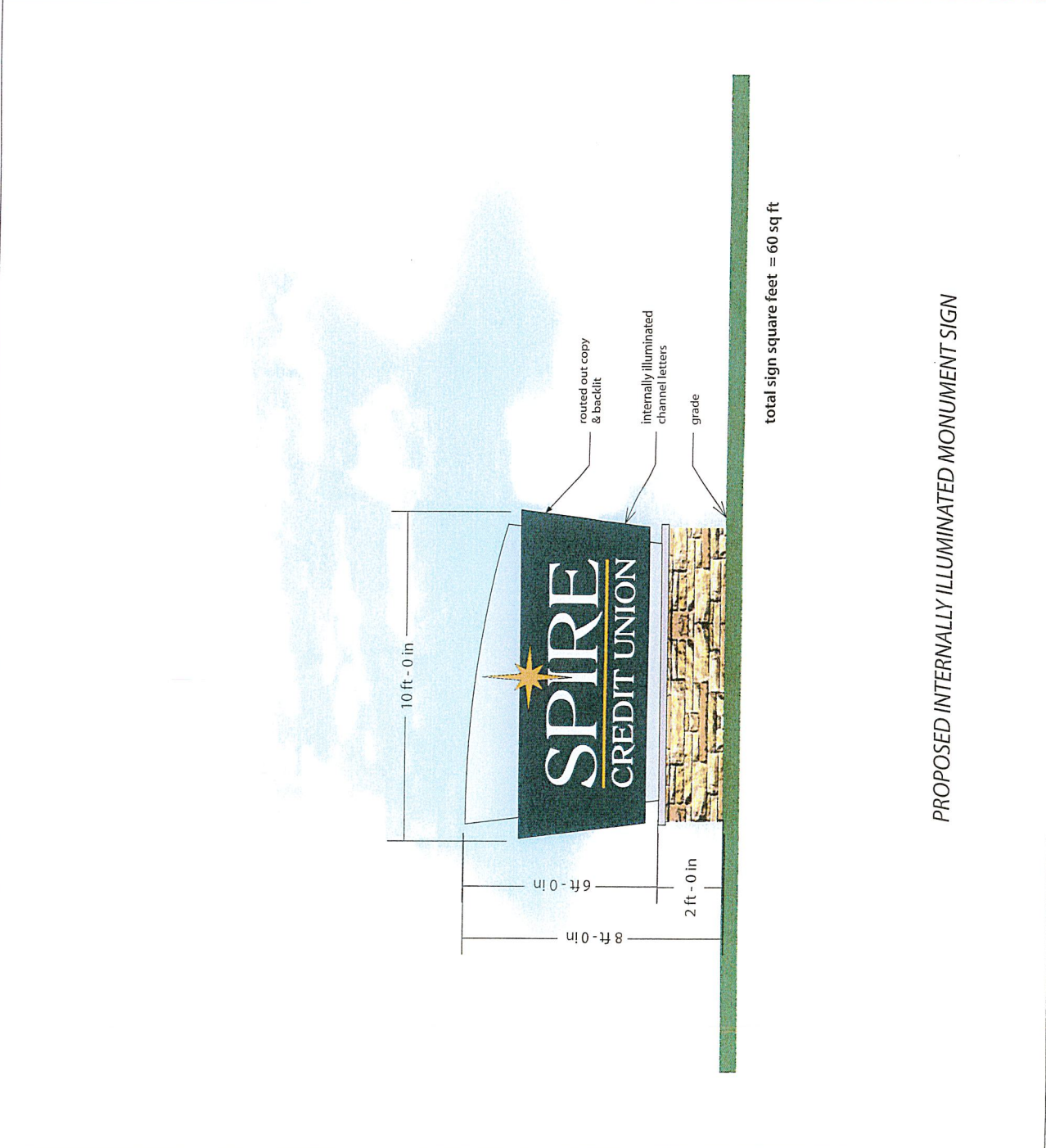


ELECTRICAL TO USE UL LISTED COMPONENTS AND SHALL MEET ALL N.E.C. STANDARDS

SIGN MUST BE GROUNDED IN COMPLIANCE WITH ARTICLE 600 OF THE NATIONAL ELECTRIC CODE

**IMPORTANT NOTICE:**

This is a proprietary design of Leroy Signs, Inc., designed specifically for this project. It is illegal and unethical to distribute to any other entity for copy or use. This design cannot be used without the written consent of Leroy Signs, Inc.



PROPOSED INTERNALLY ILLUMINATED MONUMENT SIGN