
MEMORANDUM



TO: Mayor & City Council
FROM: Mary Lou DeWitt, Comm. Dev. Zoning Specialist
SUBJECT: **Conditional Use Permit for General Automobile
and Pickup Truck Repair at PID #24-032-5004**
DATE: July 2nd, 2024

This is informational only – no action required

Background:

Sam Easteley, applicant applied for a Conditional Use Permit application to allow general automobile and pickup truck repair to the proposed site of PID #24-032-5004. The site is located north across 18th Street from Princeton Business Park. The property is currently vacant and a Site Plan Review for a proposed building is also on the Planning Commission agenda as well as an application to rezone the property from A-1, Agricultural Zoning District to B-3, General Commercial Zoning District. The approval of the rezoning will be a condition of the CUP approval.

Analysis:

The applicant is proposing two separate buildings on the site for general automobile and pickup truck repair. Each building size of 226' x 42' = 9,492 square feet with ten separate units at each building that would be leased for general automobile and pickup truck repair. The height of the building is approximately 9 feet.

General Auto Repair is oil/filter change, wiper blade replacement, air filter replacement, battery replacement, brake work, antifreeze, tire repair, and alternator repair to name a few basic auto maintenance services to a vehicle. There will be no body work, salvage repair, or vehicle rental.

Conditional Uses: The following uses are permitted subject to the issuance of a Conditional Use Permit:

- a. The entire site, other than that devoted to structures and landscaped areas, shall be an impervious surface and maintained for control of dust, erosion, and drainage.
- b. Location and number of access driveways shall be approved by the City Engineer.
- c. No vehicles shall be parked on the premises other than those utilized by employees, customers awaiting service, or as allowed through a CUP. Storage of salvage vehicles shall be prohibited.
- d. All areas utilized for the storage and disposal of trash, debris, discarded parts, and similar items shall be fully screened. All structures and ground shall be maintained in an orderly, clean, and safe manner.
- e. Screening shall be provided to buffer the use from adjacent residential land uses.

Hours of operation is anticipated to be Monday thru Saturday and closed on Sunday's.

Parking – Both buildings have two parking stalls on the outside of each unit. This should be sufficient for the lease party to park their own vehicle while servicing the vehicle that is inside the unit. No parking of vehicles other than on the impervious surface.

CONDITIONAL USE PERMIT STANDARDS

The issuance of a Conditional Use Permit finds 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.

CONDITIONS:

In approving any Conditional Use Permit, conditions can be applied to protect the best interests of the surrounding area or the City as a whole. Failure by the applicant or property owner to comply with the conditions of approval shall result in the revocation proceedings according to Subsection E.

The conditions may include, but are not limited to, the following:

1. Ingress and egress to property and proposed structures thereon with particular reference to vehicle and pedestrian safety and convenience, traffic flow and control, and access in case of fire or other catastrophe;
2. Off-street parking and loading area where required, with particular attention to the items in Subd. 1 and the economic, noise, glare or odor effects of the conditional use on nearby property;
3. Refuse and service areas, with particular reference to the items in Subd. 1 and Subd. 2 above;
4. Utilities, with reference to location, availability, and compatibility;
5. Diking, fencing, screening, landscaping, or other facilities to protect adjacent or nearby property;
6. Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;
7. Required yards and other open space;
8. General compatibility with present and future land uses of the area; and
9. Hours of operation.

Conclusion / Recommendation:

A Special Planning Commission meeting was held on July 1st, 2024 where a public hearing was held for the Conditional Use Permit to allow General Automobile and Pickup Truck Repair to the proposed Automobile and Recreational Sales and Service site at PID #24-032-5004. There were no concerns from those that received the public hearing notice and the Planning Commission approved the CUP Resolution #24-03, subject to the following conditions:

1. The CUP shall be subject to the expiration terms of the Ordinance.
2. Off-street parking is not allowed, separate parking should be provided onsite for clients,

automotive sales business, and automobile and pickup truck repair, and staff.

3. Hours of operations will be Monday thru Saturday, and closed on Sunday.
4. Storage of discarded tires should be kept inside until removal from the site.
5. Discarded batteries be kept inside until removal from site.
6. The container of recycled automobile fluids be removed from the site in a suitable consistency.
7. Noise shall be mitigated so as to not create a public nuisance for adjoining properties.
8. There will be no vehicles parked in the lot that are not operable, unless to be serviced.
9. There will be no outside storage of discarded or disused automobile materials.
10. General auto repair is only allowed at the site. No collision service or painting or under coating of automobiles.
11. No over the counter retail sales of automobile components sold directly to the public on the premises.
12. The rezoning to B-3, General Commercial Business District be approved by the City Council.
13. Screening shall be provided to buffer the use from adjacent residential land uses.
14. All areas utilized for the storage and disposal of trash, debris, discarded parts, and similar items shall be fully screened.
15. All structures and ground shall be maintained in an orderly, clean, and safe manner.
16. Grass and weeds shall not exceed six inches in height.
17. Customer parking shall be clearly marked.
18. Snow shall be removed from the site within 12 hours of 8 AM of the first day after the snow event ends.
19. No noise resulting from the use excessive to the normal senses beyond the boundaries of the lot line of the site.
20. When the parking lot is resurfaced, the same number of parking spaces are striped as they are shown on the plans and they need to stay in compliance with what the parking guide lines are at the time of resurfacing.

PC RESOLUTION #24-03

**A RESOLUTION AUTHORIZING A CONDITIONAL USE PERMIT TO ALLOW
GENERAL AUTOMOBILE AND PICKUP TRUCK REPAIR IN THE B-3, GENERAL
COMMERCIAL DISTRICT LOCATED AT PID #24-032-5004**

Legal Description:

West One-half of the Southeast Quarter of the Northeast Quarter of the Northwest Quarter, Section 32, Township 36, Range 26, City of Princeton, Mille Lacs County, Minnesota (PID #24-032-5004).

WHEREAS, Sam Eastey submitted an application for a Conditional Use Permit to allow general automobile and pickup truck repair in the B-3, General Commercial Business District; and

WHEREAS, the Comprehensive Plan and Future Land Use designates this property site as Commercial and the business is compatible with present and future uses; and

WHEREAS, a public hearing was held by the Planning Commission July 1st, 2024 after due published and posted notice had been given, and a reasonable attempt was made to give personal notice to all affected property owners, and all persons interested were given an opportunity to be heard; and

WHEREAS, the Planning Commission reviewed the findings of fact and found the proposed use meets the general review standards for a Conditional Use Permit, including:

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 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 its compatible with present and future land uses of the area.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission approves the Conditional Use Permit to allow General Automobile and Pickup Truck Repair with the following conditions:

1. The CUP shall be subject to the expiration terms of the Ordinance.
2. Off-street parking is not allowed, separate parking should be provided onsite for clients, automotive sales business, and automobile and pickup truck repair, and staff.
3. Hours of operation will be Monday thru Saturday, and closed on Sunday.
4. Storage of discarded tires should be kept inside until removal from the site.
5. Discarded batteries be kept inside until removal from site.
6. The container of recycled automobile fluids be removed from the site in a suitable consistency.
7. Noise shall be mitigated so as to not create a public nuisance for adjoining properties.
8. There will be no vehicles parked in the lot that are not operable, unless to be serviced.
9. There will be no outside storage of discarded or disused automobile materials.
10. General auto repair is only allowed at the site. No collision service or painting or undercoating of automobiles.
11. No over the counter retail sales of automobile components sold directly to the public on the premises.
12. The rezoning to B-3, General Commercial Business District be approved by the City Council.
13. Screening shall be provided to buffer the use from adjacent residential land uses.
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18. Snow shall be removed from the site within 12 hours of 8 AM of the first day after the snow event ends.
19. No noise resulting from the use excessive to the normal senses beyond the boundaries of the lot line of the site.
20. When the parking lot is resurfaced, the same number of parking spaces are striped as they are shown on the plans and they need to stay in compliance with what the parking guidelines are at the time of resurfacing.

ADOPTED this 1st day of July, 2024

This instrument was drafted by:

City of Princeton
705 2nd Street No.
Princeton, MN 55371

ATTEST:



Mary Lou DeWitt, Comm. Dev. Zoning Specialist



Dan Erickson, Chairperson

