WILLMAR

PLANNING AND DEVELOPMENT SERVICES

City Office Building
333 SW 6th Street, Box 755
Willmar, MN 56201
320-235-8311
Fax: 320-235-4917
www.willmarmn.gov

MEMO

TO: Willmar Planning Commission

Chair: Steve Gardner
Vice Chair: Rolf Standfuss
Members: Bob Poe, Margaret Fleck, Jeffery Kimpling, Cletus Frank, Terry VanVeldhuizen, Jonathan Marchand, and Terry Sieck.

FROM: Megan M. DeSchepper, AICP, Planner/Airport Manager MMD

DATE: October 11, 2017

SUBJECT: OCTOBER 18, 2017 MEETING

The Willmar Planning Commission will meet at 7:00 p.m. on Wednesday, October 18, 2017, in Conference Room #1 (first floor) of the City Office Building. Please call me at 320-214-5195 if you cannot attend.

1. Call the meeting to order
2. Minutes of September 26, 2017 meeting and October 4, 2017. *
3. 7:01 p.m. Krupa commercial planned unit development conditional use permit. *
4. 7:03 p.m. Midwest Storage Addition preliminary plat. *
5. 7:07 p.m. Kwik Trip 945 preliminary/final plat. *
6. Kwik Trip utility easement vacation (1st St. S site). *
7. MinnWest Technology Campus- Rallium plan review. *
8. Driveway width discussion- City Engineer Sean Christensen.
9. Miscellany
10. Adjourn

*Included

SUBJECT TO FINAL APPROVAL BY PLANNING COMMISSION

WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, SEPTEMBER 26, 2017

MINUTES

1. The Willmar Planning Commission met on Tuesday, September 26, 2017, at 7:00 p.m. at the Willmar City Offices Conference Room #1.

   ** Members Present: Steve Gardner, Jeff Kimpling, Terry Sieck, Bob Poe, Cletus Frank, and Jonathan Marchand.

   ** Members Absent: Rolf Standfuss, Terry VanVeldhuizen, and Margaret Fleck.

   ** Others Present: Cathy Hedlof, Lane Kleist, Gary Hedlof, Mike Gramm, Gabe Olson, Doug Fenstra, Cassandra Swanson, Shelby Lindrud, and Megan DeSchepper- Planner.

2. MINUTES: The September 13, 2017 minutes were approved as presented.

3. HEIDECKER ADDITION PRELIMINARY/FINAL PLAT- FILE NO. 17-05: The public hearing opened at 7:01 p.m. Staff presented the two lot subdivision request on behalf of M & S Properties LLC, Willmar, MN on property legally described as follows: Lot 1 and 2, Block One, Marcus Addition (2630 1st St. S. and 300 28th Ave. SW). The applicant proposes enlarging Lot 1 by 30' to accommodate parking lot expansion for the site. The check in shed for the mini storage will be moved to the westerly access.

   With no comments for or against the request the public hearing closed at 7:04 p.m.

   Staff comments were reviewed and discussed (see Attachment A).

   The Commission talked about the separation from the mini storage building to the new property line and questioned if there would still be room for vehicular movement and access. Jim Heidecker stated that the distance is approximately 25' and more than adequate for storage accessibility. The property to the east will be gaining 18 additional parking spaces with the extra property.

   Mr. Poe made a motion, seconded by Mr. Frank, to approve the preliminary/final plat with the following condition:
   A. 6' perimeter utility easements shall be added as per MUC request.

   The motion carried.

4. SWANSON HOME OCCUPATION SALON CONDITIONAL USE PERMIT FILE NO. 17-04: The public hearing opened at 7:08 p.m. Cassandra Swanson presented her request for a home occupation salon conditional use permit for property legally described as follows: Lot 4, Wojohn's Addition (1013 Becker Ave. SE). Ms. Swanson proposes a

one chair hair salon in the porch of her home. She has ample parking spaces in her driveway for clientele and would at most have two clients present at any one time on site. Her operations would be Monday through Saturday with possibly two nights a week closing at 7 p.m. and the other evenings closing at 5 p.m.

With no comments from the public the hearing closed at 7:10 p.m.

The Commission reviewed and discussed staff comments (see Attachment A).

The Commission inquired about exterior signage proposed for the home occupation. Ms. Swanson said that with her existing clientele, word of mouth, and Facebook she feels signage will not be necessary.

The Planning Commission reviewed and made affirmative findings of fact as per Zoning Ordinance Section 9.E.3.a.1-7.

Mr. Frank made a motion, seconded by Mr. Marchand to approve the conditional use permit with the following condition:

A. All application local, state, and federal rules and regulations shall be met at all times.

The motion carried.

5. AEHC, LLC (SUITE LIV'N) EXTENDED STAY HOTEL PLAN REVIEW FILE NO. 17-10: Gabe Olson, of AEHE, LLC (Suite Liv'n), presented plans for a 35 unit extended stay hotel and parking lot on property described as follows: Lots 4 & 5, Block 1, North 71 Addition (304 10th St. NE). The property is zoned GB (General Business) and plan review is required for the proposed used. The property is accessed via 10th St. NE and all building and parking setbacks are met.

Staff comments were reviewed and discussed (see Attachment A).

The Commission discussed the required parking spaces for the site. Staff updated the Commission of the variance for onsite parking spaces that was denied back in 2014 with their first phase extended stay project (across the street). The 15 spaces that could not fit on the site were housed on the vacant lot now being proposed for development. The 15 spaces could possibly be accommodated on the other adjacent parcel Mr. Olson owns with his office building on it but some redesign of the plans would be required.

Mr. Olson spoke about their clientele often times not having a vehicle due to ride sharing to job sites and public transportation. The Commission talked about approving the plans with the condition that the applicant work with staff to accommodate the required parking spaces or requiring it to come back to the Commission after some redesign.

Mr. Poe made a motion, seconded by Mr. Kimpling, to table the matter to allow the applicant time to draft revised plans to accommodate the 15 parking spaces that the site is short as well as a landscape plan.

The motion carried.

6. LEGACY GROUP DEVELOPMENT SITE PLAN REVIEW FILE NO. 17-11: Lane Kleist, of Marcus Construction, presented plans on behalf of the applicant Legacy Group Development, Willmar, MN of a five unit commercial building with two proposed drive through windows on property described as follows: Lots 1-7, Block 67, First Addition to Town of Willmar excluding the easterly portions used for 1st St. S right-of-way expansion (600 Block of 1st St. S). The property is zoned GB and the use requires plan review as there are proposed drive through windows. The property has four proposed accesses; two off of Minnesota Ave. SW and one off of 1st St. S. and one off of Monongalia Ave. SW. Building setbacks are met, and the northerly and southerly parking setbacks are met. The east and west parking setbacks do not meet zoning ordinance minimums and shall either be met or a variance obtained. The architecture of the proposed site is attractive and the traffic flow is well thought out for such a tight site.

The Commission reviewed and discussed staff comments (see Attachment A).

The Planning Commission discussed at length the number of parking spaces required. The Zoning Ordinance parking space requirements is based off of sit down restaurant establishments, but the pizza pick up and coffee shop are very high traffic drive through type of uses. They talked about Franchisees knowing their clientele parking demands. These two users peak parking times are juxtaposed. There was concern about the unknown tenant spaces and what those possible uses may be and their parking needs. They also reviewed how tight the site is and that the layout is as best as can be expected with three street frontages on an old reuse site.

The Planning Commission reviewed and made affirmative findings of fact as per Zoning Ordinance Section 9.E.3.a.1-7.

Mr. Poe made a motion, seconded by Mr. Marchand, to approve the plans with the following conditions:

A. Parking setbacks shall be met, or parking setback variance on west and east sides of property shall be obtained.
B. Landscape plans shall be submitted, reviewed, and approved by staff prior to issuance of a building permit.
C. Screening is required as separation and buffering for adjacent residential properties and installed prior to construction of the building.
D. The use shall meet all applicable local, state, and federal rules and regulations at all times.

The motion carried.

7. There being no further business to come before the Commission, the meeting adjourned at 8: 15 p.m.

Respectfully submitted,

Megan M. DeSchepper, AICP
Planner/Airport Manager

Attachment A

PLANNING COMMISSION-SEPTEMBER 26, 2017

STAFF COMMENTS

1. HEIDECKER ADDITION PRELIMINARY/FINAL PLAT- FILE NO. 17-05:
   - The applicant is M & S Properties LLC, Willmar, MN.
   - The applicant is requesting a two lot subdivision replat expanding a portion of a lot by 30' on property legally described as follows: Lot 1 and 2, Block One Marcus Addition (2630 1st St. S & 300 28th Ave. SW).
   - The applicant proposes enlarging Lot 1 by 30' to accommodate some proposed additional parking for a proposed new use of the property.
   - The proposed Lot 2 is accessed via 1st St. S. and 28th Ave. SW, and proposed Lot 1 is accessed via 1st St. S.
   - Where will storage shed entrance building be relocated to?
   - Both lots exceed lot width requirements and sq. ft. minimums.

     Engineering Comments: Street accesses are already existing, sanitary sewer is already in place, and storm sewer is already in place.

     MUC Comments: 6' utility easements shall be added to all property lines. Electrical services to all three entities come from the transformer along the west wall of 2630 First St. S. Water is already provided.

     Fire Marshal Comments: It appears that this area meets our current fire service needs. This may change when building plans are submitted.

     RECOMMENDATION: Approve the preliminary/final plat with the following conditions:

     A. 6' perimeter utility easements shall be added as per MUC request.

2. SWANSON HOME OCCUPATION SALON CONDITIONAL USE PERMIT FILE NO. 17-04:
   - The applicant is Cassandra Swanson, Willmar, MN.
   - The applicant is requesting a home occupation conditional use permit for a salon on property described as follows Lot 4, Wojohn's Addition (1013 Becker Ave. SE).
   - The applicant proposes a one chair hair salon in the porch portion of her home.
   - There is parking available in the driveway. No exterior storage or display will take place.
   - No other employees are proposed for the business.
   - Sign review and permitting is ancillary from the conditional use permit process.
   - Hours of operation?

     RECOMMENDATION: Approve the conditional use permit with the following condition:

     A. The use shall meet all applicable local, state, and federal rules and regulations.

3. AEHC, LLOC (SUITE LIV'N) EXTENDED STAY HOTEL PLAN REVIEW FILE NO. 17-10:
   - The applicant is AEHE, LLC (Suite Liv'n) Willmar, MN.
   - The applicant is requesting plan review of a 35 unit extended stay hotel and parking lot on property described as follows: Lots 4 & 5, Block 1, North 71 Addition (304 10th St. NE).

- The property is accessed via 10th St. NE.
- The property is zoned GB (General Business).
- Building and parking setbacks are met.
- There are 38 proposed parking spaces, some of which are on the adjacent parcel also owned by AEHE. A shared parking agreement will be required and recorded to run with the properties.
- The existing suite liv'n across the street was unable to provide the necessary parking for the number of units, and this bare lot was used to meet those parking requirements. Those 15 spaces must be provided. Possibly on adjacent office use?
- The parking lot shall be paved and curbed.
- Architectural elevations of the proposed building depict a building similar to the existing facility across the street with a residential siding look. Will fit in with visually with other structures in the neighborhood.
- A landscape plan was not submitted, one shall be submitted for review and approval prior to issuance of a building permit.

  Engineering Department Comments:
  - The civil plans as submitted have not been signed or dated.
  - A number of Planning Commission approvals will be required such as: zoning, number of parking lot spaces and parking lot perimeter curbing.
  - Prior to any soil disturbing operations, perimeter silt fence shall be installed to prevent any sediment from leaving the site.
  - Any tracked sediment on 10th Street NE shall be swept up at the end of each work day.
  - All downstream storm sewer inlets or aprons shall have inlet protection in place prior to any soil disturbing operations.
  - Construction limits shall be defined.
  - The existing aggregate surfaced lot on the site was constructed to accommodate required parking spaces for the prior development that happened on the west side of 10th St. NE. How is the required parking space requirements for this project to be addressed?
  - The proposed water main shall be tested and chlorinated per Minnesota Department of Health and City of Willmar Municipal Utilities requirements.
  - The fire hydrant shown in the east boulevard of 10th St. NE is existing.
  - The existing curb and gutter on 10th St. NE is B624 and shall be replaced as such.
  - Post development runoff should be equal to or less then pre development runoff. Drainage calculations shall be submitted.

RECOMMENDATION: table the plan review to allow time for redesign to accommodate parking requirement or reduce size of facility to meet parking provided.

4. <u>LEGACY GROUP DEVELOPMENT SITE PLAN REVIEW FILE NO. 17-11</u>:

- The applicant is Marcus Construction, on behalf of Legacy Group Development, Willmar, MN.
- The applicant requests plan review of a 5 unit commercial building with two proposed drive through windows on property described as follows: Lots 1-7, Block 67, First Addition to Town of Willmar excluding that the easterly portions used for 1st St. S right-of-way expansion (600 Block of 1st St. S.).
- The property is zoned GB (General Business) in which plan review is required for drive up windows.
- There are four proposed accesses to the property two via Minnesota Ave. SW, one via 1st St. S., and one via Monongalia Ave. SW. All driveway widths meet the City curb cut width policy.
- The driveway for the proposed coffee/bagel shop is one way only and single width. The driveway for the pizza pick up is short and close to Minnesota Ave. SW, will back-ups onto the street be an issue?
- Parking setback on the north and south side of the property are met, however the rear and front parking setback are not met variances will be needed. The building setback requirements are met.
- Adequate number of parking spaces? Percentage of kitchen/dining....other users?
- The architectural look of the buildings will fit in well in the commercial corridor of 1st St. S.
- A landscape plan was not submitted, on shall be submitted for review and approval prior to issuance of a building permit.
- Screening planned adjacent to the residential properties to the west.
- Sign review and permitting is ancillary from the plan review process.

Engineering Department Comments:

  - Planning Commission to review the non-conforming setbacks and number of parking spaces.
  - A NPDES construction stormwater permit will be required for this project.
  - Post development runoff should be equal to or less then pre development runoff. Drainage calculations shall be submitted.
  - Prior to any soil disturbing operations, perimeter silt fence shall be installed to prevent any sediment from leaving the site.
  - This site had prior structures that had sanitary sewer and water services that were not abandoned per policy. Those services not being used shall be capped and properly abandoned.
  - All downstream storm sewer inlets or aprons shall have inlet protections in place prior to any soil disturbing operations.
  - The existing curb on 1st St. is doweled to the underlying 8" concrete base.

RECOMMENDATION: Approve the site plan with the following conditions:

A. Parking setbacks shall be met, or parking setback variance on west and east sides of property shall be obtained.

B. Landscape plans shall be submitted and reviewed and approved by staff prior to issuance of a building permit.
C. Screening is required as separation and buffering for adjacent residential properties.
D. The use shall meet all applicable local, state, and federal rules and regulations at all times.

SUBJECT TO FINAL APPROVAL BY PLANNING COMMISSION

WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, OCTOBER 4, 2017

MINUTES

1. The Willmar Planning Commission met on Wednesday, October 4, 2017, at 7:00 p.m. at the Willmar City Offices Conference Room #1.

   ** Members Present: Steve Gardner, Jeff Kimpling, Terry Sieck, Bob Poe, Cletus Frank, Jonathan Marchand, and Terry VanVeldhuizen.

   ** Members Absent: Rolf Standfuss, and Margaret Fleck.

   ** Others Present: Gabe Olson, and Megan DeSchepper- Planner.

2. AEHE, LLC (SUITE LIV'N EXTENDED STAY HOTEL PLAN REVIEW-FILE NO. 17-05: Mr. Poe made a motion, seconded by Mr. Kimpling to take the matter off the table and open it up for discussion.

   The motion carried.

   Gabe Olson, of AEHE, LLC, presented the updated plans with the additional parking spaces per the request of the Commission at the previous meeting. There are now 65 proposed parking spaces counting the adjacent property spaces and a shared parking agreement will be required.

   Staff comments were reviewed and discussed (see attachment A).

   Staff noted that the parking lot shall be paved and curbed with delineated end caps that are landscaped to break up the parking stalls from the drive lanes per the landscape section of the Zoning Ordinance.

   The Planning Commission reviewed and made affirmative findings of fact as per Zoning Ordinance Section 9.E.3.a.1-7.

   Mr. Frank made a motion, seconded by Mr. Marchand, to approve the plan review with the following conditions:
   A. All Engineering Department comments shall be met and adhered to for the project.
   B. The parking lot shall be paved and curbed and end caps of the parking lanes shall be delineated and landscaped.
   C. A shared parking agreement shall be drafted and recorded between the two properties and copy provided to the city prior to a building occupancy.
   D. The use shall meet all applicable local, state, and federal rules and regulations at all times.

The motion carried.

3. There being no further business to come before the Commission, the meeting adjourned at 7:06 p.m.

Respectfully submitted,

Megan M. DeSchepper, AICP
Planner/Airport Manager

Attachment A

PLANNING COMMISSION-OCTOBER 4, 2017

STAFF COMMENTS

1. AEHC, LLC (SUITE LIV'N) EXTENDED STAY HOTEL PLAN REVIEW FILE NO. 17-10:
    - The applicant is AEHE, LLC (Suite Liv'n) Willmar, MN.
    - The applicant is requesting plan review of a 35 unit extended stay hotel and parking lot on property described as follows: Lots 4 & 5, Block 1, North 71 Addition (304 10th St. NE).
    - The property is accessed via 10th St. NE.
    - The property is zoned GB (General Business).
    - Building and parking setbacks are met.
    - There are ~~38~~ 65 proposed parking spaces, some of which are on the adjacent parcel also owned by AEHE. A shared parking agreement will be required and recorded to run with the properties. The office use also has a parking requirement, 1500/200= 7.5 spaces + 38 + 15= 61 spaces, they meet the zoning ordinance parking space requirements.
    - The parking lot shall be paved and curbed.
    - Architectural elevations of the proposed building depict a building similar to the existing facility across the street with a residential siding look. Will fit in with visually with other structures in the neighborhood.
    - A landscape plan was submitted, curbed/landscaped end caps shall be added to edges of parking lanes.

Engineering Department Comments:

- The civil plans as submitted have not been signed or dated.
- Prior to any soil disturbing operations, perimeter silt fence shall be installed to prevent any sediment from leaving the site.
- Any tracked sediment on 10th Street NE shall be swept up at the end of each work day.
- All downstream storm sewer inlets or aprons shall have inlet protection in place prior to any soil disturbing operations.
- Construction limits shall be defined.
- The existing aggregate surfaced lot on the site was constructed to accommodate required parking spaces for the prior development that happened on the west side of 10th St. NE.
- The proposed water main shall be tested and chlorinated per Minnesota Department of Health and City of Willmar Municipal Utilities requirements.
- The fire hydrant shown in the east boulevard of 10th St. NE is existing.
- The existing curb and gutter on 10th St. NE is B624 and shall be replaced as such.
- Post development runoff should be equal to or less then pre development runoff.

- The parking lot dimension table suggests a 26' wide aisle width for 20' long parking spaces, if you shorten your stalls to 19' long you will meet your 24' drive lane width.

RECOMMENDATION: Approve the plan review with the following conditions:

A. All Engineering Department comments shall be met and adhered to for the project.
B. The parking lot shall be paved and curbed and end caps of the parking lanes shall be delineated and landscaped.
C. A shared parking agreement shall be drafted and recorded between the two properties and copy provided to the City prior to building occupancy.
D. The use shall meet all applicable local, state, and federal rules and regulations at all times.

NOTICE OF HEARING ON A REQUEST FOR

A CONDITIONAL USE PERMIT

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, October 18, 2017, at 7:01 p.m. at the City Office Building (Conference Room # 1 main floor), 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a conditional use permit requested by Myron Krupa, Willmar, MN, to allow a commercial planned unit development on property legally described as follows: part of the NW ¼ of the NW 1/4 , Section 13, Township 119, Range 35 (1706 Hwy. 12 E).

All property owners or residents living in the vicinity of the above-described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

October 6, 2017
Date

Megan M. DeSchepper
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficient, por favor comuniquese con Maria al 235-0850 ext. 1100, de Heartland Community Action Agency.

Haddii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo Wac: Sahra Gure, West Central Interpreting Services, LLC (320)235-0165 ama (320)441-8555.

To approve a conditional use permit, the Planning Commission must make, where applicable, the following affirmative findings:

1. That the conditional use, with such conditions as the Commission shall determine and attach, conforms to the purpose and intent of this Ordinance, and is in conformity with the Comprehensive Land Use Plan of the City.

2 That there was no factual demonstration of a substantial/appreciable negative impact on values to properties in the neighborhood from the proposed conditional use.

3. The conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance to the community.

4. That the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district as zoned.

5. That adequate utilities, access roads, stormwater management, and other necessary facilities have been, or are being, provided.

6 That adequate measures have been, or will be, taken to provide ingress and egress in such a manner as to minimize traffic congestion and maximize public safety in the public streets.

7. The conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the surrounding area/neighborhood.

If you have any specific questions regarding the request, call City Offices at (320)235-8311 and ask to speak to Megan DeSchepper, City Planner.

NOTICE OF HEARING ON A REQUEST TO SUBDIVIDE PROPERTY

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, October 18, 2017, at 7:03 p.m. at the City Office Building (Conference Room #1 main floor), 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a subdivision plat submitted by Myron Krupa, Willmar, MN. Said plat is a subdivision of property described as: part of the NW ¼ of the NW ¼ Section 13, Township 119, Range 35 (1706 Hwy. 12 E).

All property owners or residents living in the vicinity of the above described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

October 6, 2017
Date

Megan M. DeSchepper
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficient, por favor comuniquese con Maria al 235-0850 ext. 1100, de Heartland Community Action Agency.

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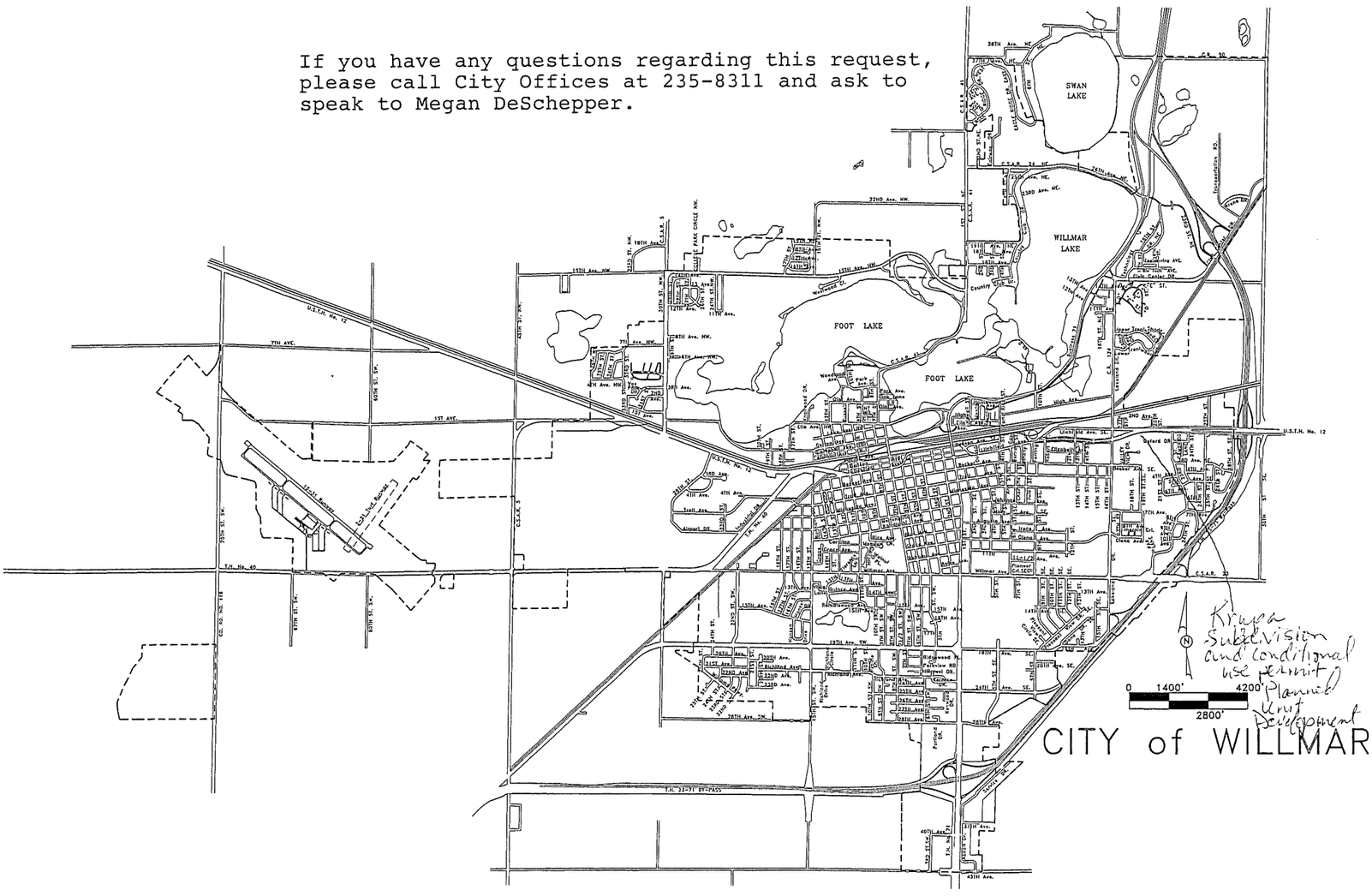
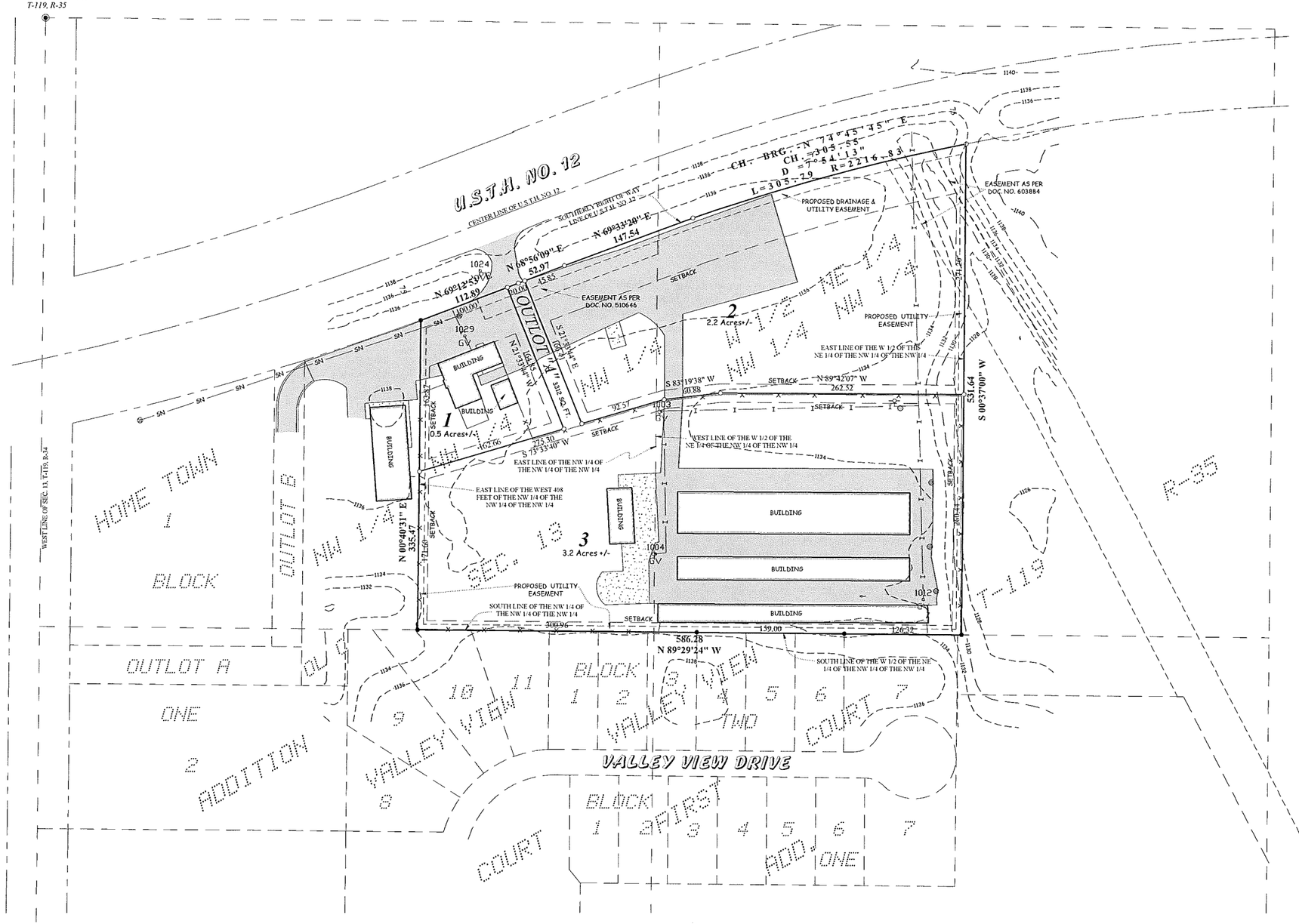
If you have any questions regarding this request, please call City Offices at 235-8311 and ask to speak to Megan DeSchepper.



PRELIMINARY PLAT OF:

MIDWEST STORAGE ADDITION



LEGAL DESCRIPTION

That part of the NW 1/4 of the NW 1/4 of the NW 1/4 and of the W 1/2 of the NE 1/4 of the NW 1/4 of the NW 1/4 of Section 13, Township 119, Range 35 lying and being South of the Southerly right-of-way line of U.S.T.H. No. 12 EXCEPTING therefrom the West 408 feet of said NW 1/4 of the NW 1/4 of the NW 1/4.

Subject to easements of record.

SURVEYORS NOTE: There may be additional easements on the subject property that are not shown on this survey. The Surveyor was not supplied with a current Title Opinion or Title Commitment at the time of the survey. The legal description as shown above is a combination of the descriptions as recorded in Document Numbers 510646 and 601609.

SETBACKS:
FRONT= 50' FROM U.S.T.H. NO. 12 RIGHT OF WAY
SIDE= 10'
REAR= 10'

PROPOSED EASEMENTS:
10' DRAINAGE & UTILITY EASEMENT ALONG U.S.T.H. NO. 12 RIGHT OF WAY
6' UTILITY EASEMENT ADJACENT TO THE OUTSIDE BOUNDARY OF THE PLAT

60 0 30 60 120
SCALE IN FEET

Legend

- INDICATES IRON MONUMENT PLACED
- INDICATES IRON MONUMENT FOUND
- INDICATES KANDIYOHI COUNTY CAST IRON MONUMENT
- INDICATES FENCE
- INDICATES SANITARY SEWER
- INDICATES WATER LINE
- INDICATES HYDRANT
- INDICATES MANHOLE
- INDICATES CATCH BASIN
- INDICATES CONCRETE
- INDICATES BITUMINOUS

PRELIMINARY PLAT PREPARED FOR:
MYRON KRUPA

JOB NO: 2017-451
FILE NAME: 2017-451.dwg
LOCATION: 13-119-35

NOTE: THIS SURVEY IS INTENDED ONLY FOR THE BENEFIT OF THE PARTY TO WHOM IT WAS PREPARED FOR AND SHOULD NOT BE RELIED UPON BY ANY OTHER PARTY OR FOR ANY OTHER PURPOSE WITHOUT FIRST CONTACTING THE SURVEYOR WHO DEVELOPED AND MADE THIS DRAWING. UNAUTHORIZED REPRODUCTION OF THIS DOCUMENT IS PROHIBITED.

370 CHAPEL HILL RD., SUITE 105
COLD SPRING,MN 56320
PH. 320-685-5905
FAX 320-685-3056

PRELIMINARY PLAT PREPARED BY:
O'MALLEY & KRON
LAND SURVEYORS, INC.

1004 2nd ST. SE
WILLMAR,MN 56201
PH. 320-235-4012
FAX 320-685-3056

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 9-20-2017

BENJAMIN C. O'MALLEY
MINNESOTA REGISTRATION NO. 42300

NOTICE OF HEARING ON A REQUEST TO SUBDIVIDE PROPERTY

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, October 18, 2017, at 7:07 p.m. at the City Office Building, 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a subdivision plat submitted by Kwik Trip, Inc., LaCrosse, WI. Said plat is a subdivision of property described as: NE ¼ of the SE ¼ Section 22, Township 119, Range 35 AND Lot 2, Block 1, First Minnesota Addition.

All property owners or residents living in the vicinity of the above described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

October 6, 2017
Date

Megan M. DeSchepper
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficient, por favor comuniquese con Maria al 235-0850 ext. 1100, de Heartland Community Action Agency.

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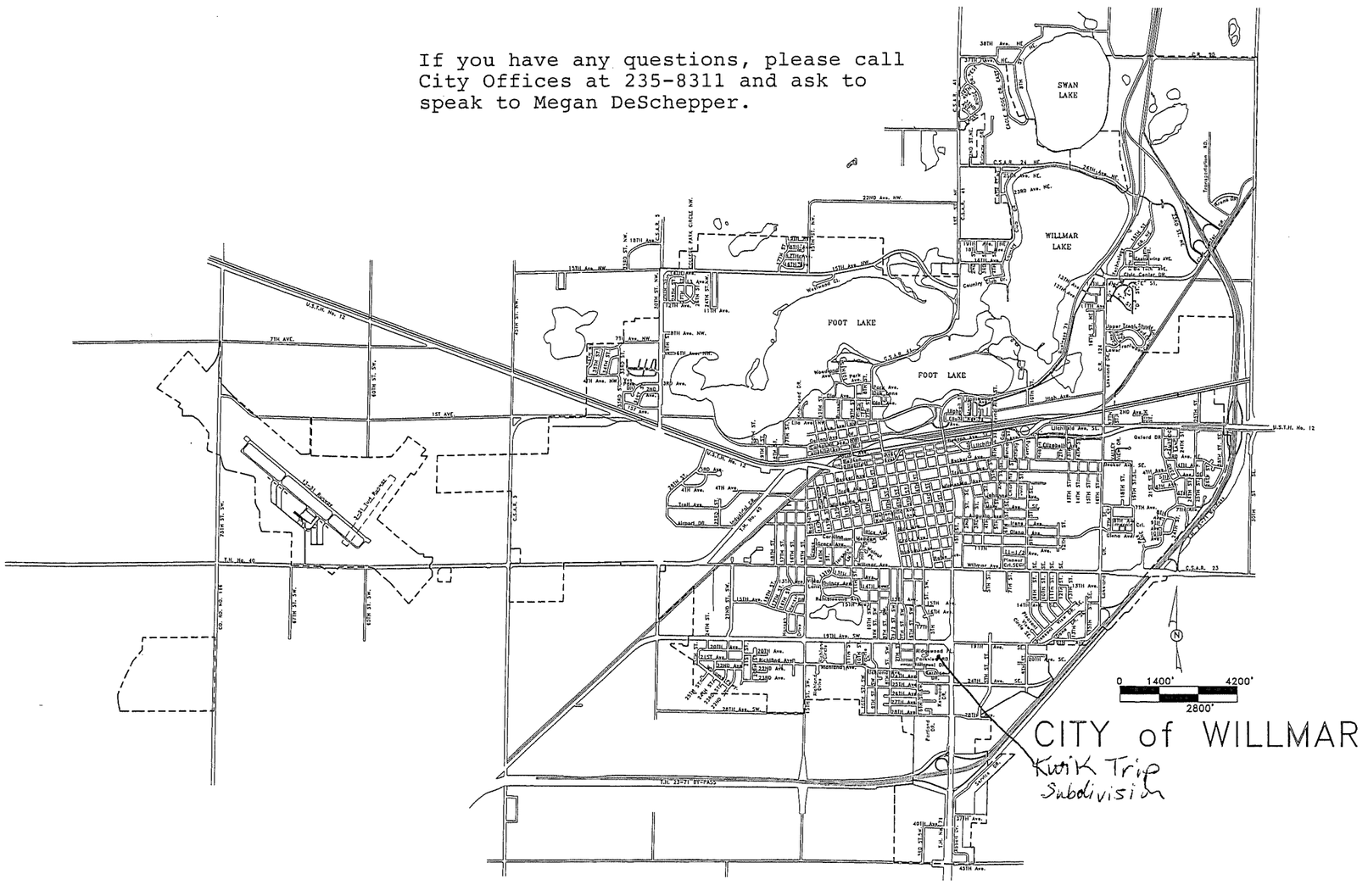
If you have any questions, please call City Offices at 235-8311 and ask to speak to Megan DeSchepper.



KWIK TRIP 945
- PRELIMINARY PLAT

~for~ Kwik Trip, Inc.

EXISTING ZONING:

GB (GENERAL BUSINESS DISTRICT)
SETBACKS:
- FRONT – 25 FEET (50 FEET ON STATE/FEDERAL HIGHWAYS)
- SIDE – 10 FEET (INTERIOR), 25 (ADJACENT TO STREET R/W)
- REAR – 10 FEET

MINIMUM LOT AREA: 15,000 SQ. FT.
MINIMUM LOT WIDTH: 100 FEET

DEVELOPMENT INFORMATION

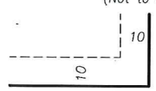
PARCEL AREA = 268,828 S.F./6.17 Acres

RIGHT OF WAY DEDICATION = 20,625 S.F/0.47 Acres

EASEMENTS TO BE VACATED:
Utility easement on Lot 2, FIRST MINNESOTA ADDITION

PROPOSED EASEMENT DETAIL:

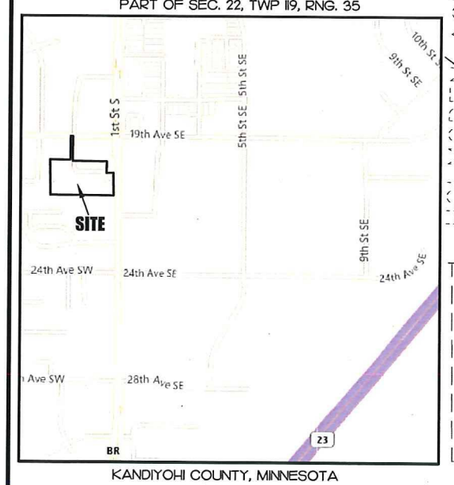
Drainage and Utility Easements are shown thus:
(Not to Scale)



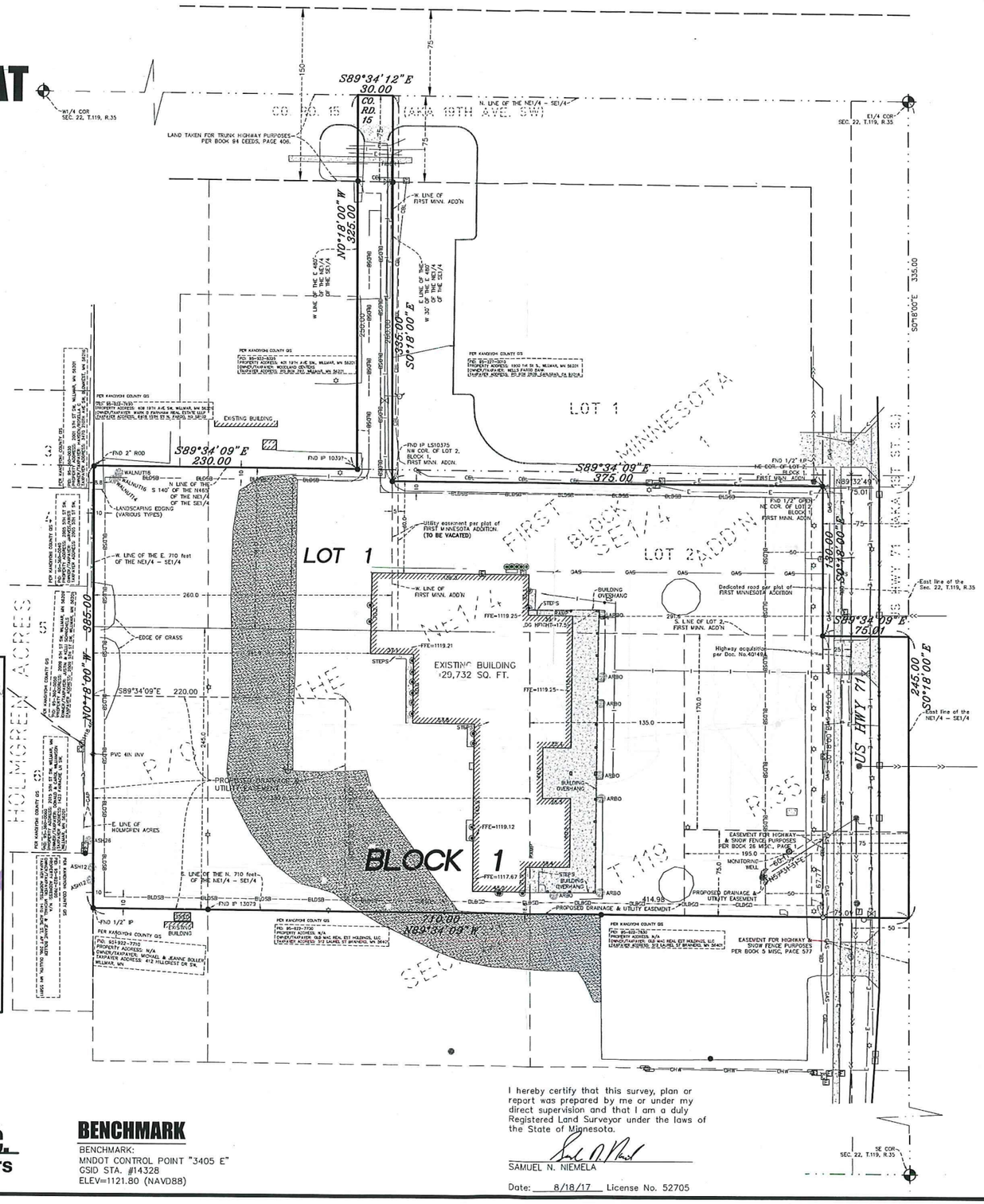
Being 10 feet in width, unless otherwise indicated.

VICINITY MAP

PART OF SEC. 22, TWP 119, RNG. 35



KANDIYOHI COUNTY, MINNESOTA
(NO SCALE)



PARCEL DESCRIPTION

The South 245 feet of the North 710 feet of the West 380 feet of the East 710 feet; and
The South 140 feet of the North 465 feet of the West 260 feet of the East 710 feet; and
The North. 325 feet of the West 30 feet of the East 480 feet; and
The South 245 feet of the North 710 feet of the West 135 feet of the East 330 feet; and
The South 170 feet of the North 635 feet of the East 195 feet;
All in the Northeast Quarter of the Southeast Quarter of Section 22, Township 119, Range 35, Kandiyohi County, Minnesota; and
Lot 2, Block 1, FIRST MINNESOTA ADDITION, City of Willmar, Kandiyohi County, Minnesota.
The South 75 feet of the North 710 feet of the East 195 feet of the NE 1/4 of the SE 1/4 of Section 22, Township 119, Range 35,
Kandiyohi County, Minnesota.

NORTH

LEGEND

- DENOTES CLEAN OUT
- DENOTES CURB STOP
- DENOTES ELECTRICAL BOX
- DENOTES ELECTRICAL MANHOLE
- X 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES FIBER OPTIC BOX
- DENOTES GAS METER
- DENOTES GAS VALVE
- DENOTES HAND HOLE
- DENOTES HYDRANT
- DENOTES LIGHT POLE
- DENOTES MAILBOX
- DENOTES MISCELLANEOUS MANHOLE
- DENOTES POWER POLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES SIGN
- DENOTES STORM SEWER APRON
- DENOTES STORM SEWER MANHOLE
- DENOTES TELEPHONE PEDESTAL
- DENOTES TELEPHONE MANHOLE
- DENOTES WATER SHUT OFF
- DENOTES WATER VALVE
- DENOTES WELL
- DENOTES FENCE
- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 52705
- DENOTES AIR CONDITIONING UNIT
- DENOTES BOLLARD
- DENOTES CATCH BASIN
- DENOTES CATCH BASIN MANHOLE
- DENOTES CABLE PEDESTAL
- DENOTES EXISTING CONTOURS
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES UNDERGROUND ELECTRIC LINE
- DENOTES UNDERGROUND GAS LINE
- DENOTES UNDERGROUND CABLE LINE
- DENOTES UNDERGROUND TELEPHONE LINE
- DENOTES UNDERGROUND FIBER OPTIC LINE
- DENOTES BUILDING SETBACK LINE
- DENOTES PARKING SETBACK LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- FID No. 17-119-22-14-0008 / Address: Unassigned — DENOTES ADJACENT PARCEL OWNER INFORMATION (PER KANDIYOHI COUNTY TAX INFORMATION)

E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors

BENCHMARK

BENCHMARK:
MNDOT CONTROL POINT "3405 E"
GSID STA. #14328
ELEV=1121.80 (NAVD88)

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

SAMUEL N. NIEMELA

Date: 8/18/17 License No. 52705

DRAWN BY: SNN	JOB NO: 17250PP	DATE: 08/18/17
CHECK BY: KDN	SCANNED ☐	

NO.	DATE	DESCRIPTION	BY
1			
2			
3			

17250PP

KWIK TRIP 945

KNOW ALL MEN BY THESE PRESENTS: That Kwik Trip, Inc., a Wisconsin corporation, fee owner of the following described property situated in the City of Willmar, County of Kandiyohi, State of Minnesota:

The South 245 feet of the North 710 feet of the West 380 feet of the East 710 feet; and
The South 140 feet of the North 465 feet of the West 260 feet of the East 710 feet; and
The North 325 feet of the West 30 feet of the East 480 feet; and
The South 245 feet of the North 710 feet of the West 135 feet of the East 330 feet; and
The South 170 feet of the North 635 feet of the East 195 feet;
All in the Northeast Quarter of the Southeast Quarter of Section 22, Township 119, Range 35, Kandiyohi County, Minnesota; and

Lot 2, Block 1, FIRST MINNESOTA ADDITION, City of Willmar, together with:

The South 75 feet of the North 710 feet of the East 195 feet of the NE 1/4 of the SE 1/4 of Section 22, Township 119, Range 35, Kandiyohi County, Minnesota.

Has caused the same to be surveyed and platted as KWIK TRIP 945 and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat.

In witness whereof said Kwik Trip, Inc. a Wisconsin Corporation, has caused these presents to be signed by its proper officers this _____ day of _____, 20_____.

Signed: Kwik Trip, Inc.

_____

By:

Its:

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me on this_____ day of _____ 20__ by _____, the_____, of Kwik Trip, Inc., a Wisconsin corporation, on behalf of the corporation.

_____ _____
(Notary Signature) (Notary printed name)

NOTARY PUBLIC, _____ COUNTY, STATE OF MINNESOTA
MY COMMISSION EXPIRES: _____

I, Samuel N. Niemela do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wetlands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this____day of _____, 20___.

_____
Samuel N. Niemela, Licensed Land Surveyor
Minnesota Registration No. 52705

STATE OF MINNESOTA
COUNTY OF_____
This instrument was acknowledged before me on the____day of_____, 20____, by Samuel N. Niemela.

_____ _____
(Notary Signature) (Notary Printed Name)
NOTARY PUBLIC, _____ COUNTY, STATE OF MINNESOTA
My Commission expires _____.

I, hereby certify that the proper evidence of title has been presented to me and that all parties with an interest in said property that have been included in the execution of the above instrument. Dated this___day of_____, 20___.

_____
ATTORNEY

Approved by the Planning Commission of the City of Willmar, Kandihohi County, Minnesota, this___day of_____, 20___.

_____ _____
CHAIRMAN CLERK

Approved by the City Council of the City of Willmar, Kandiyohi County, Minnesota, this_____day of_____, 20___.

_____ _____
MAYOR CLERK

Approved this_____day of_____, 20___.

ENGINEER, CITY OF WILLMAR

I, hereby certify that all taxes are paid for the year_____ for the land herein described.

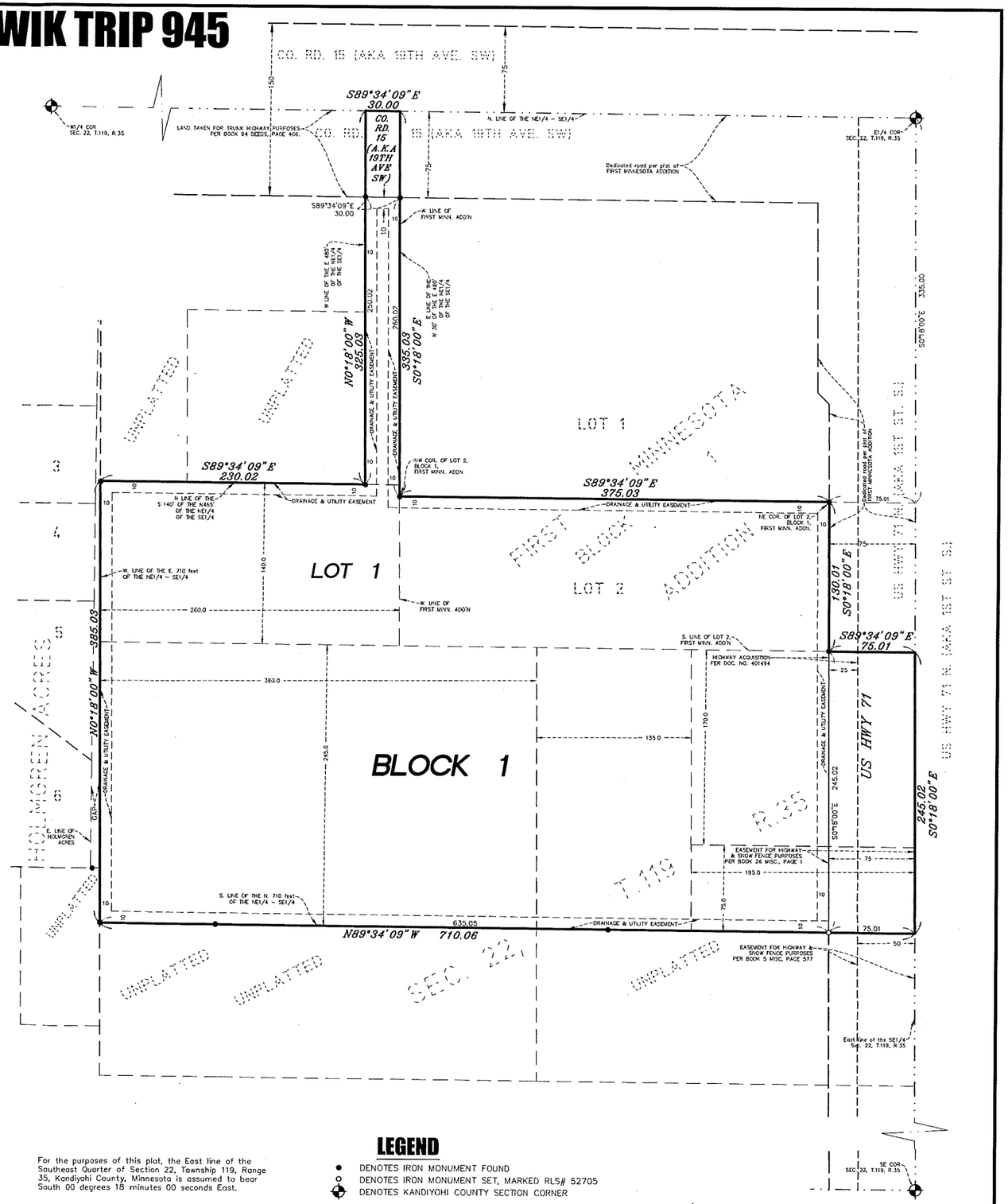
KANDIYOHI COUNTY TREASURER

No delinquent taxes and transfer entered this ___ day of _____, 20____.

KANDIYOHI COUNTY AUDITOR

I, hereby certify that the within instrument was filed in this office for record on the_____ day of_____, 20_____, at ____o'clock___ .M. and was duly recorded s Folder No._____; and as Document No._____.

KANDIYOHI COUNTY RECORDER



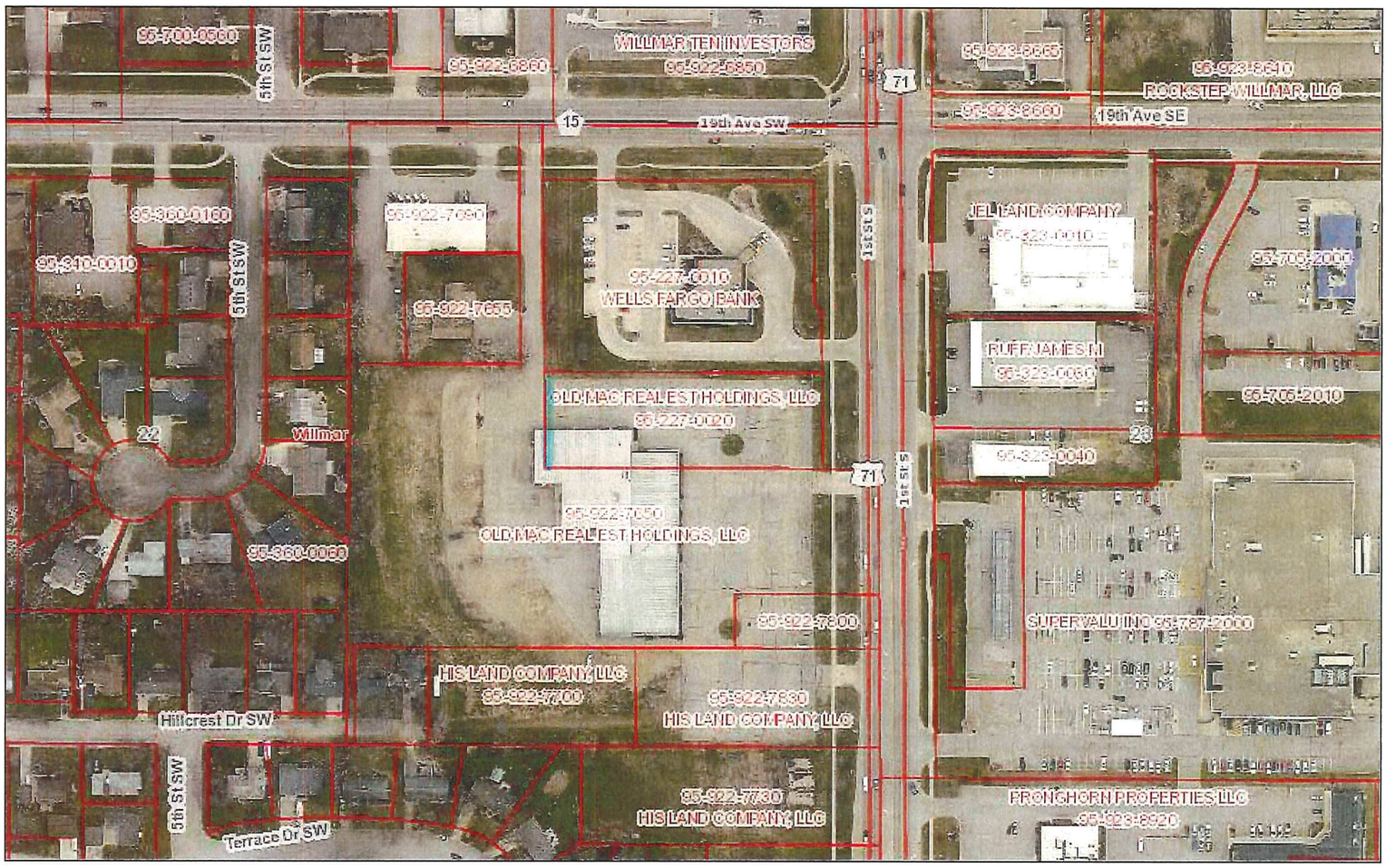
E.G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors

GRAPHIC SCALE
50 0 25 50 100 200
SCALE IN FEET

For the purposes of this plat, the East line of the Southeast Quarter of Section 22, Township 119, Range 35, Kandiyohi County, Minnesota is assumed to bear South 00 degrees 18 minutes 00 seconds East.

LEGEND

- ● DENOTES IRON MONUMENT FOUND
- ○ DENOTES IRON MONUMENT SET, MARKED RLS# 52705
- DENOTES KANDIYOHI COUNTY SECTION CORNER



October 6, 2017

1:3,152

0 0.025 0.05 0.1 mi

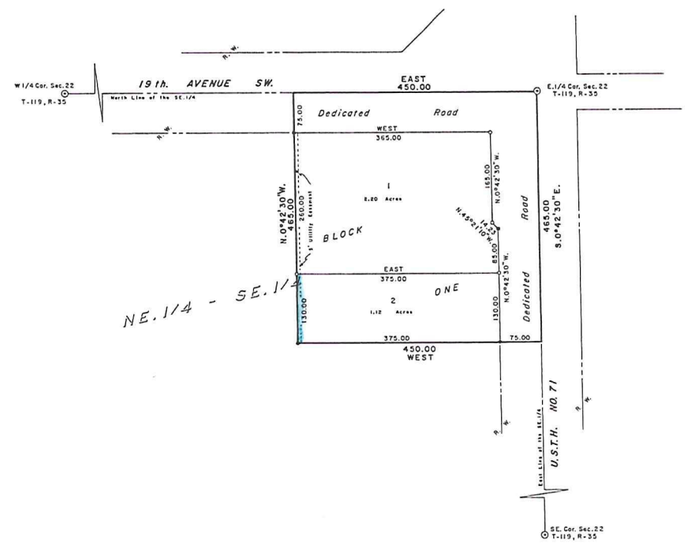
0 0.0425 0.085 0.17 km

City of Willmar
This is NOT an Official City Map or Survey

Folder #441A

FIRST MINNESOTA ADDITION

PART OF THE NE.1/4-SE.1/4, SECTION 22, T-119, R-35, CITY OF WILLMAR
KANDIYOHI COUNTY, MINNESOTA



KNOW ALL MEN BY THESE PRESENTS: that First Minnesota Savings Bank, F.S.B., a United States corporation, owners and proprietors of the following described property, situated in the County of Kandiyohi, State of Minnesota, to-wit:

The North 465 feet of the East 450 feet of the Northeast Quarter of the Southeast Quarter of Section 22, Township 119, Range 35, in Kandiyohi County, Minnesota.

Have caused the same to be surveyed and platted, and hereafter known as FIRST MINNESOTA ADDITION, as shown by this plat, and hereby dedicate to the public, for public use forever, all roads and easements as shown.

Witness our hands this 20TH day of JULY 1987 A.D.

SIGNED:

FIRST MINNESOTA SAVINGS BANK, F.S.B.

Robert Conrad SVP

David Nielsen, SVP

STATE OF MINNESOTA)
COUNTY OF Lac qui Parle) SS On this 20TH day of JULY 1987 A.D., before me, personally appeared ROBERT S. CONRAD and DAVID V. NIELSEN, who being by me duly sworn, did say that they are respectively the SR. VICE PRES. and the VICE PRES. of First Minnesota Savings Bank, F.S.B., a United States corporation named in the foregoing instrument and said instrument was signed and executed in behalf of said corporation by authority of its Board of Directors, and they acknowledged the same to be the free act and deed of said corporation.

Notary Public
Anita J. County, Minnesota
My Commission expires on 1-15-92.

I, Byron Dahle, hereby certify that I have surveyed and platted the property described on this plat as FIRST MINNESOTA ADDITION; that this plat is a correct representation of said survey; that all distances are correctly shown on the plat in feet and decimals of a foot; that the monuments for the guidance of future surveys have been correctly placed in the ground as shown on the plat; that the outside boundary lines are correctly designated on the plat; and that there are no wet lands or public highways to be designated other than shown thereon.

Byron Dahle
Registered Land Surveyor
Minnesota Registration No. 10396

STATE OF MINNESOTA)
COUNTY OF KANDIYOHI) SS On this 17 day of July 1987 A.D., before me, personally appeared Byron Dahle, to me personally known to be the person described in and who executed the foregoing instrument, and he acknowledged that he executed the same as his own free act and deed.

Notary Public
Kandiyohi County, Minn.
My commission expires on May 6, 1993.

Approved by the Planning Commission of the City of Willmar, Kandiyohi County, Minnesota, this 22ND day of July 1987 A.D.

Chairman

Clerk

I, hereby certify that the proper evidence of title has been presented to me and that all parties with an interest in said property have been included in the execution of the above instrument. Dated this 30th day of July 1987 A.D.

Attorney Lic. No. 13627A

Approved by the City Council of the City of Willmar, Kandiyohi County, Minnesota, this 5th day of August 1987 A.D.

Mayor Pro Tem

Clerk

No delinquent taxes and transfer entered this 25TH day of August 1987 A.D.

Kandiyohi County Auditor

I, hereby certify that all taxes are paid for the year of 1987 for the land herein described.

Kandiyohi County Treasurer

Approved this 12th day of August 1987 A.D.

Engineer - City of Willmar

I, hereby certify that the within instrument was filed in this office for record this 14th day of September 1987 A.D., at 1:00 o'clock P.M. and was duly recorded in Book No. 441A

Kandiyohi County Recorder

Prepared by: Byron Dahle
Land Surveyors
Willmar, Minnesota

Developer: First Minnesota Saving Bank
Willmar, Minnesota

LOCATION MAP
Sec.22, T-119, R-35

SCALE 1" = 100'

⊙ Indicates Kandiyohi Co. Cast Iron Monu.
• Indicates Iron Monument Found.
○ Indicates Iron Pipe Monument Placed With Minn. Reg. No. 10396 Inserted Therein.

Orientation of this bearing system is assumed.

Total Area = 4.80 Acres ±

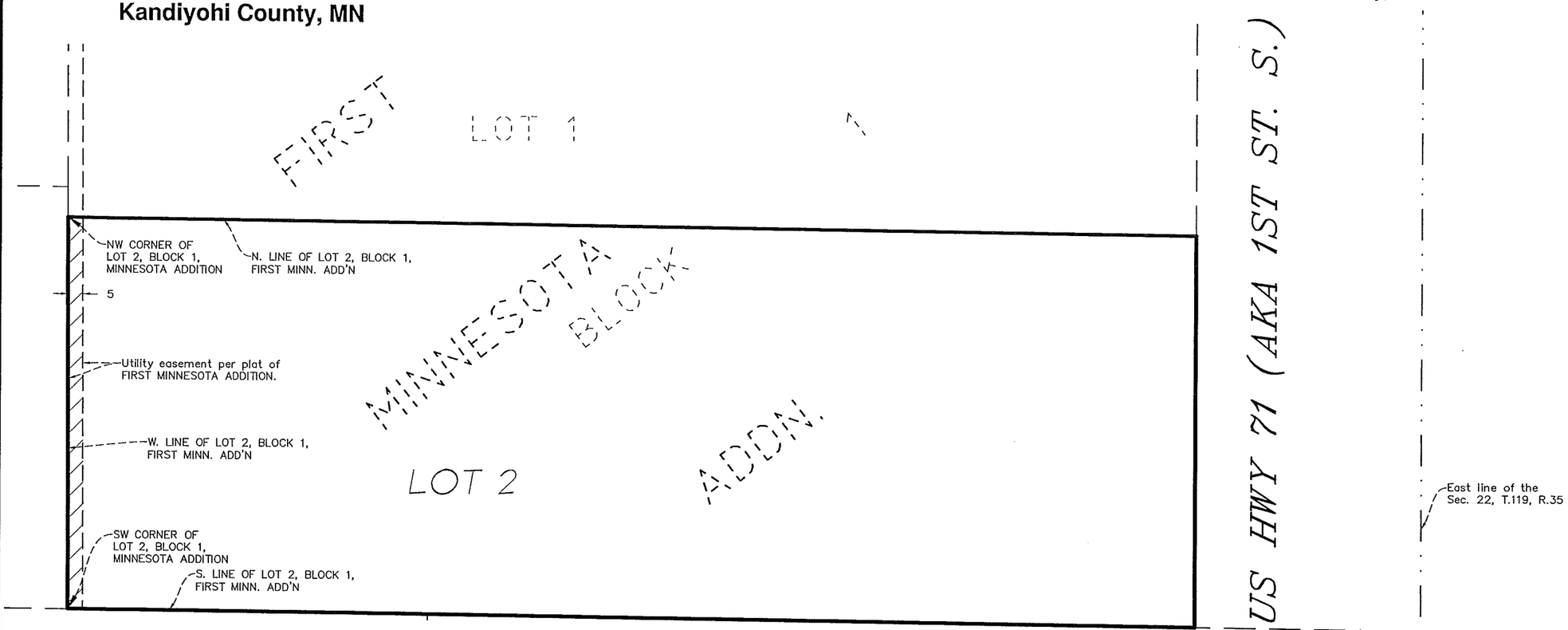
COPY

EASEMENT VACATION SKETCH

~for~ Kwik Trip, Inc.
~of~ Lot 2, Block 1, FIRST MINNESOTA ADDITION
Kandiyohi County, MN

EASEMENT VACATION DESCRIPTION

All the drainage and utility easements shown on Lot 2, Block 1,
FIRST MINNESOTA ADDITION, Kandiyohi County, Minnesota



Scale 1"= 40'	Drawn By: SNN	Project Manager: SNN	Job No.: 17250AB
Denotes Iron Set	• Denotes Iron Found	Bearings shown are on an assumed datum.	

DENOTES EASEMENT VACATION

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota. Dated this 28th day of September, 2017.

License No. 52705

E.G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
990 5th Avenue SE, Suite 2
Hutchinson, MN 55350
Tel. (320) 587-2025 Fax (320) 587-2595
www.egrud.com

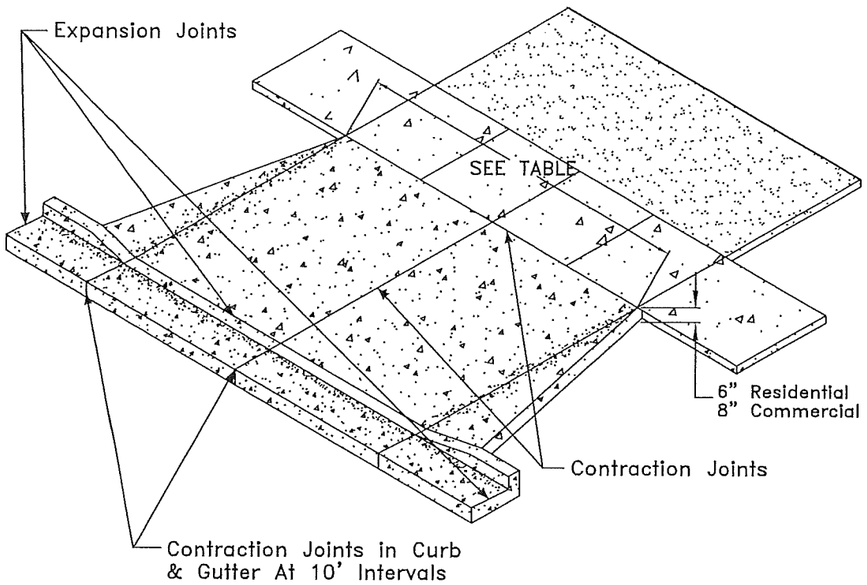
Rallium is an integration company with expertise in industries including Food & Beverage, medical device manufacturing, automotive parts manufacturing, and many others. Our team members have been providing automation solutions since 1986. Our expertise spans across all industries. We provide:

- Software and database design, build, testing, and installation; special expertise in Microsoft SQL.
- We offer our own off-the-shelf software applications: Our Software Applications
- Automation of data, and integration of systems that bridge between production and management.
- Data download to your plant floor such as recipes and run paramaters.
- Data acquisition for product tracking and reporting; and downtime tracking and reporting.
- System integration between the plant floor and business applications.
- HMI and SCADA implementation, virtualization, and thin client technology.
- PLC Programming for Allen-Bradley and Siemens.
- Server and network design and specification, configuration and installation.
- Solutions are provided according to customer needs and can be integrated with company ERP, MRP, and scheduling applications, as well as integration with plant floor devices such as Programmable Logic Controllers and other devices over Ethernet, DeviceNet, Data-Highway, USB, and serial, to name a few.
- We are based in Champlin, Minnesota, a suburb of Minneapolis. Rallium has a very unique capability for traveling to small cities and rural locations. We have in our arsenal a very fast and highly efficient aircraft that enables us to get to places 4 times faster than by car, and 33% cheaper. This aircraft can use any runway as short as 1/4 mile long, grass or paved. If you need Twin Cities resources at locations outside the Twin Cites, we are at your service! Since we are so mobile, our "local" customer radius is much greater than any typical Twin Cities integrator. All points Minnesota, all points Wisconsin, all points Iowa, Eastern halves of North and South Dakota and Nebraska, and Northern half of Illinois, no point is more than 3 hours away for us, including any amount of road time to and from large or small country airports.

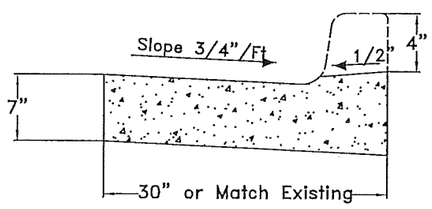
Driveway Width Dimensions

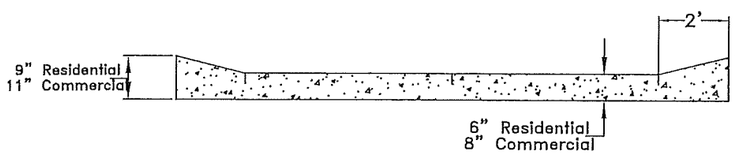
	Minimum	Recommended	Maximum
Residential	12'	16'	24'
Commercial	20'	26'	32'

* Sidewalk Section To Match Driveway Section



Note: All Concrete To Be 3500# Minimum With 5-7% Entrained Air





Curb End Of Driveway Panel

Concrete Driveway And Curb Opening

City Of Willmar

S. DRIVEWAY ACCESS PERMIT/APPROVAL. A driveway access permit or approval for connection to a public road/street shall be obtained from the City Engineer or governmental agency having jurisdiction for said road/street before a Building Permit is issued.

T. BUILDING PERMIT/APPROVAL.

1. Permit. No construction or alteration of a building/structure requiring a building permit under City policy shall begin until such time as the required permit has been obtained from the Building Inspector.

2. Compliance. At such time as the Building Inspector has conducted and signed off on the final inspection, the structure shall be deemed to be in compliance with applicable codes, standards, and ordinances. Certificates of Compliance for Building Code or Zoning Ordinance compliance will be made available at the request of the affected property owner.

U. FEES. The City Council shall establish by resolution, from time to time, such fees as it shall determine for applications made and/or permits issued pursuant to this Ordinance.

c. No off-street parking or drives shall be permitted within the building front yard setback area immediately in front of the principal building width only. This restriction shall not apply to residential driveways situated between the right-of-way and a garage which is attached, or accessory to, a one (1)- to four (4)-family dwelling.

d. Residential lots (R-2 to R-5) or parcels adjacent to Limited or General Business Districts may be used for off-street parking for the adjacent Limited or General Business use, subject to plan approval by the Zoning Administrator. Such parking shall adhere to all setback requirements and shall be screened from adjacent residential districts or uses.

e. No driveway or off-street parking area shall be located closer than five (5) feet from an adjacent side or rear lot line in residential areas, or ten (10) feet in multi-family residential, commercial, or industrial districts. In R-1 and R-2 districts where older and narrower (fifty [50] foot) lots still exist and such setbacks are impractical, this requirement will not apply. In any instance where the five (5) foot setback is not maintained, the driveway/parking area shall be constructed so as to direct runoff away from the side or rear lot lines.

f. No direct access by rows of parking spaces onto public streets or alleys shall be permitted. Internal isles shall be provided.

6. Existing. Such spaces existing on the effective date of this Ordinance shall not be reduced in number unless said number exceeds the requirements set forth herein.

7. Standards and Design.

a. Approval. All parking lot layouts shall be subject to the final approval of the City Engineer and the Zoning Administrator.

b. Design. The design of off-street parking areas shall be based on sound and accepted engineering design principles, and shall be safe, practical, and logical layouts.