SUBJECT TO FINAL APPROVAL BY PLANNING COMMISSION

WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, NOVEMBER 15, 2017

MINUTES

1. The Willmar Planning Commission met on Wednesday, November 15, 2017, at 7:00 p.m. at the Willmar City Offices Conference Room #1.

   ** Members Present: Steve Gardner, Rolf Standfuss, Jeff Kimpling, Bob Poe, and Jonathan Marchand.

   ** Members Absent: Terry Sieck, Terry Vanveldhuizen, Cletus Frank, and Margaret Fleck.

   ** Others Present: Megan DeSchepper- Planner.

2. MINUTES: Minutes of the November 8, 2017 special meeting were approved as presented.

3. DAHLBERG-FLADEBOE ADDITION PRELIMINARY/FINAL PLAT- FILE NO. 17-08: The public hearing opened at 7:01 p.m. Staff presented a two lot subdivision on behalf of Stacy Fladeboe on property described as follows: portions of Block 1, Erickson's Second Addition to the City of Willmar; AND Lot 9, Block 15, Erickson's Second Addition to the City of Willmar; AND Lot 11, Block 15, Erickson's Second Addition; AND portions of the vacated Second Ave. South. (See file for full legal). Staff explained that in 1998 there was a warranty deed for a land transaction between Fladeboe and Dahlberg where the money exchanged hands but the warranty deed was never recorded. This plat allows for the lot split and combination and ensures the remaining lot has access to Highway 12.

   No one appeared to speak for or against the request and the public hearing closed at 7:07 p.m.

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

   The Commission talked about the private utility easements that would need to be added. Staff also added that Dennis Nesser, the land owner to the west, was concerned about the shared access with proposed Lot 1. A private shared access agreement shall be recorded concurrently with the plat to ensure both sides have perpetual access as MNDOT is unlikely to allow a second access or relocation.

   Mr. Marchand made a motion, seconded by Mr. Standfuss, to approve the preliminary/final plat with the following conditions:
   A. A shared access easement shall be drafted with the adjacent land owner and recorded concurrently with the plat.
   B. Private and public utilities shall be protected by easement and reviewed by staff prior to plat signatures, and recorded concurrently with the plat.

The motion carried.

4. MIDWEST STORAGE ADDITION FINAL PLAT- FILE NO. 17-06: Staff presented the final plat on behalf of Myron Krupa for a three lot subdivision on property legally described as follows: NW ¼ Section 13, Township 119, Range 35 (1706 Hwy. 12 E). Outlot A, the private drive in the planned unit development, has been widened to 25' per the recommendation of City Engineering Staff. The 6' utility easements have been added as requested by Municipal Utilities. The private declarations/covenants for Outlot A have been submitted for staff review. And the private utility easements are being drafted.

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

   Mr. Poe made a motion, seconded by Mr. Standfuss, to approve the preliminary plat with the following conditions:

   A. Declarations/covenants shall be reviewed by the City prior to final plat signatures and recorded with the plat.
   B. Private utility easements shall be reviewed by the City prior to final plat signatures and recorded with the plat.

   The motion carried.

5. SHOPPING CENTER DISTRICT DISCUSSION CONTINUED: Mr. Kimpling made a motion, seconded by Mr. Standfuss, to take the matter of the Shopping Center District Text Amendment off the table and open it back up for discussion.

   The motion carried.

   Staff provided samples from other regional center communities Zoning Ordinances commercial districts. The Commission talked about each Community being different and determined to start reviewing the City of Willmar Zoning Ordinance Shopping Center District first.

   Staff created a spreadsheet listing the four commercial zoning districts and then all the permitted uses, uses that require plan review, and finally the uses that require a conditional use permit. The Commission went over each possible use in the commercial use list and determine if it should be added to the Shopping Center District. Staff will update the spreadsheet per the discussion for further review at the next meeting.

6. With no further business to come before the Commission the meeting adjourned at 8:17 p.m.

Respectfully submitted,

Megan M. DeSchepper

Megan M. DeSchepper, AICP
Planner/Airport Manager

Attachment A

PLANNING COMMISSION-NOVEMBER 15, 2017

STAFF COMMENTS

1. DAHLBERG-FLADEBOE PRELIMINARY/FINAL PLAT- FIEL NO. 17-08:
    - The applicant is Stacy Fladeboe, Willmar, MN.
    - The applicant wishes to subdivide three parcels into two lots on property described as follows: portions of Block 1, Erickson's Second Addition to the City of Willmar; AND Lot 9, Block 15, Erickson's Second Addition to the City of Willmar; AND Lot 11, Block 15, Erickson's Second Addition; AND portions of the vacated Second Ave. South. (See file for full legal).
    - The properties are zoned GB (General Business).
    - The subdivision/combination of lots is a means of correction from a land transaction that took place in 1998 but the warranty deed was never recorded. Mr. Fladeboe has been using portions of Block 1, Erickson's Addition for years, however it has remained in Mr. Dahlberg's name all these years.
    - The City required that Lot 11, Block 15 Erickson's Second Addition be included in the plat to ensure the remaining portion of Block 1 would have access to Highway 12.
    - The lots meet minimum width requirements and sq. ft. requirements.
    - The two proposed lots have access via Highway 12 E.
    - The access off of Highway 12 to Lot 1 is limited, as it only covers the entrance not exit onto Highway 12. The applicant shall get a shared access agreement with the property owner to the west and record it concurrently with the plat.

    Department Review Comments:
    Fire Chief/Marshal: I have reviewed the Dahlberg-Fladeboe Addition plat. It appears that this area meets all current fire service needs. This may change when building plans are submitted.
    MUC Comments: 6' utility easements shall be added to perimeter of lots. Private water main cuts across southerly portion of proposed Lot 2, shall be covered by private easement. Electric line runs along portion of southern part of proposed Lot 2 and shall be protected by easement.
    Engineering Comments: MNDOT controls access onto Trunk Highway 12. Sanitary sewer is available, storm sewer is not.

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

    A. A shared access easement shall be drafted with the adjacent land owner and recorded concurrently with the plat.
    B. Private and public utilities shall be protected by easement and reviewed by staff prior to plat signatures, and recorded concurrently with the plat.

2. MIDWEST STORAGE ADDITION- FINAL PLAT FILE NO. 17-06:

- The applicant is Myron Krupa, Willmar, MN.
- The applicant is requesting a three lot subdivision on property legally described as follows: NW ¼ Section 13, Township 119, Range 35 (1706 Hwy. 12 E).
- The access road Outlot A has been widened from the preliminary plat of 20 feet to 25 feet in width.
- The 6' perimeter utility easements have been added as requested.
- Private easements over the private utility lines are being drafted, and shall be submitted for review by the City prior to Final Plat signatures.
- The Outlot A covenants and declarations are being drafted, and shall be submitted for review by the City prior to Final Plat signatures.

RECOMMENDATION: Approve the final plat with the following conditions:

A. Declarations/covenants shall be reviewed by the City prior to final plat signatures and recorded with the plat.

B. Private utility easements shall be reviewed by the City prior to final plat signatures and recorded with the plat.

NOTICE OF HEARING FOR PROPOSED REZONING

Notice is hereby given that the Willmar Planning Commission will meet at the Willmar City Office Building (Conference Room #1 main floor), 333 6th St. SW, Willmar, Minnesota, at 7:01 p.m. on Wednesday, December 6, 2017, to consider the application of All Star Investment Group, LLC for a change in zoning from GB (General Business) to R-2 (One and Two Family Residential) allowing for residential use on property legally described as follows: portions of Lot 1 & 2, Block B, Third Addition to Willmar (117 Litchfield Ave. SE).

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.

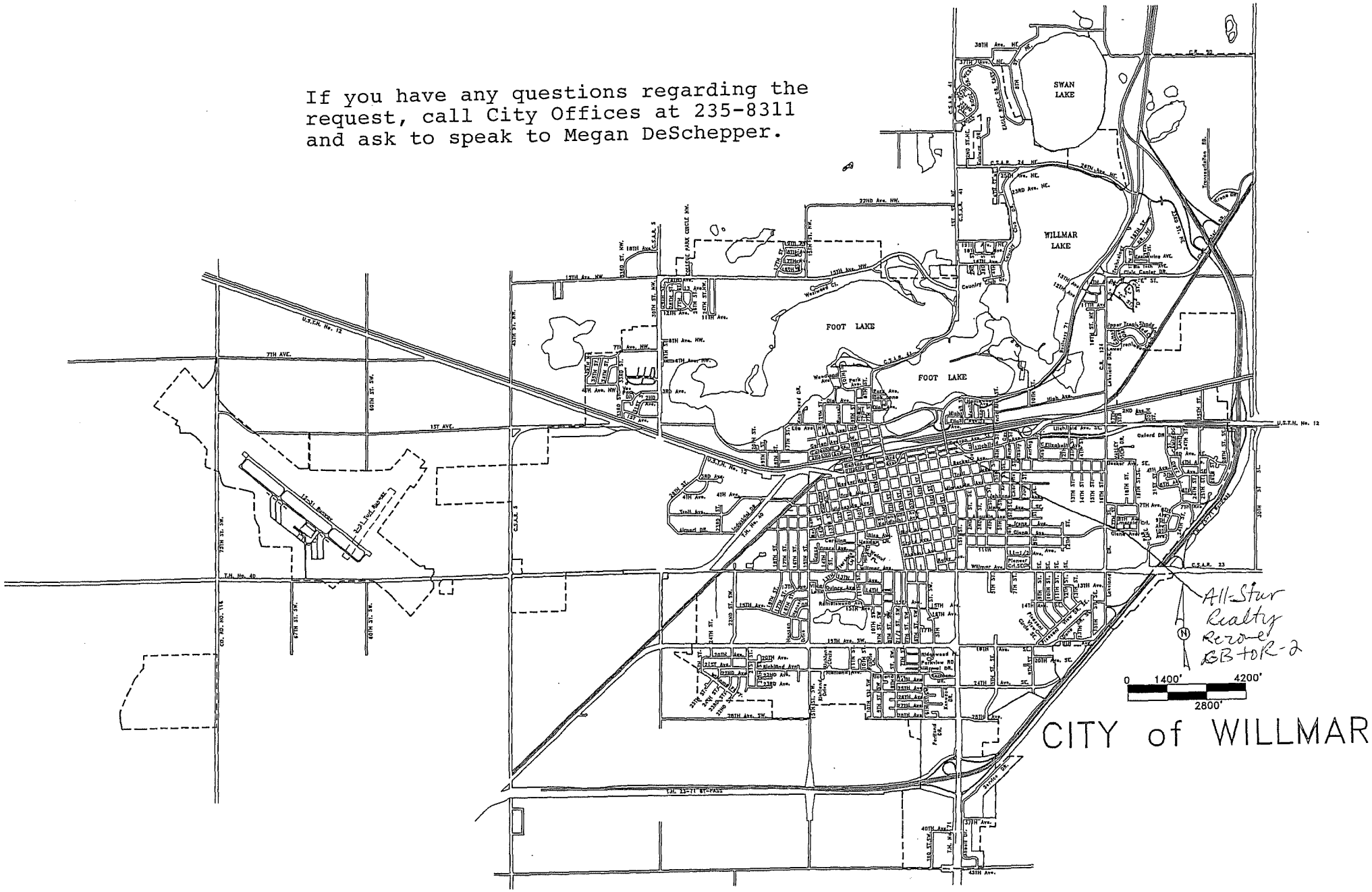
November 24, 2017
Date

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.

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



NOTICE OF HOUSE MOVE

Notice is hereby given that the Willmar Planning Commission will meet at 7:05 p.m. on Wednesday, December 6, 2017, in Conference Room #1 (main level) at the City Office Building, 333 6th St. SW, Willmar, Minnesota, to consider a request by Gary and Mary Hillenbrnd, Willmar, MN, to move a single family home to property described as: Lots 4 excluding w 10', 5, 6, & 7 and a strip of land south of Block 3, Block 3 Seminary Addition (715 Olaf Ave. NW). As an abutting property owner, the Zoning Ordinance mandates that you be given the opportunity to comment on the proposed move.

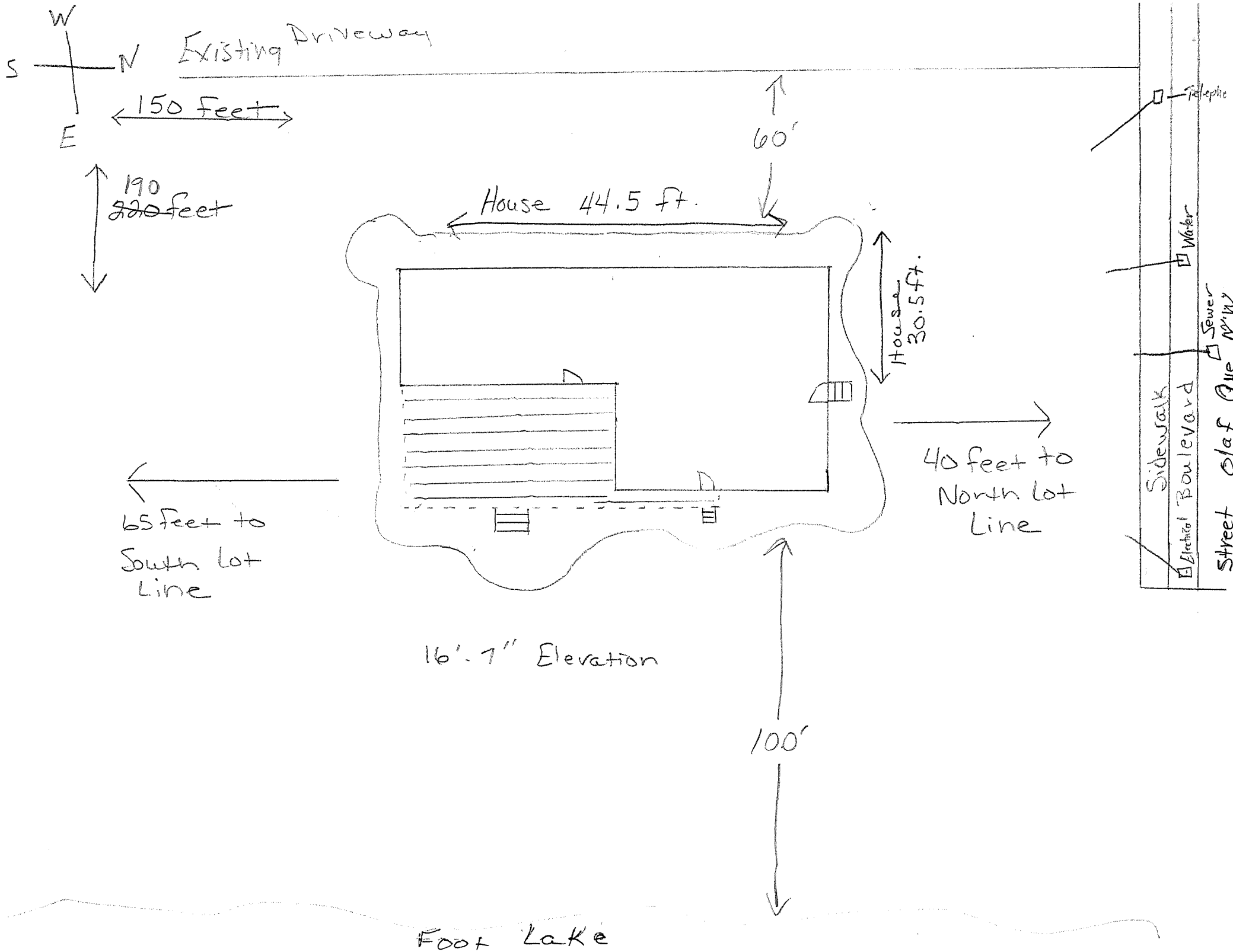
You are welcome to attend the meeting or call me at (320)235-8311 with your comments.

Megan M. DeSchepper, AICP
Planner/Airport Manager

Dated: November 24, 2017

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.

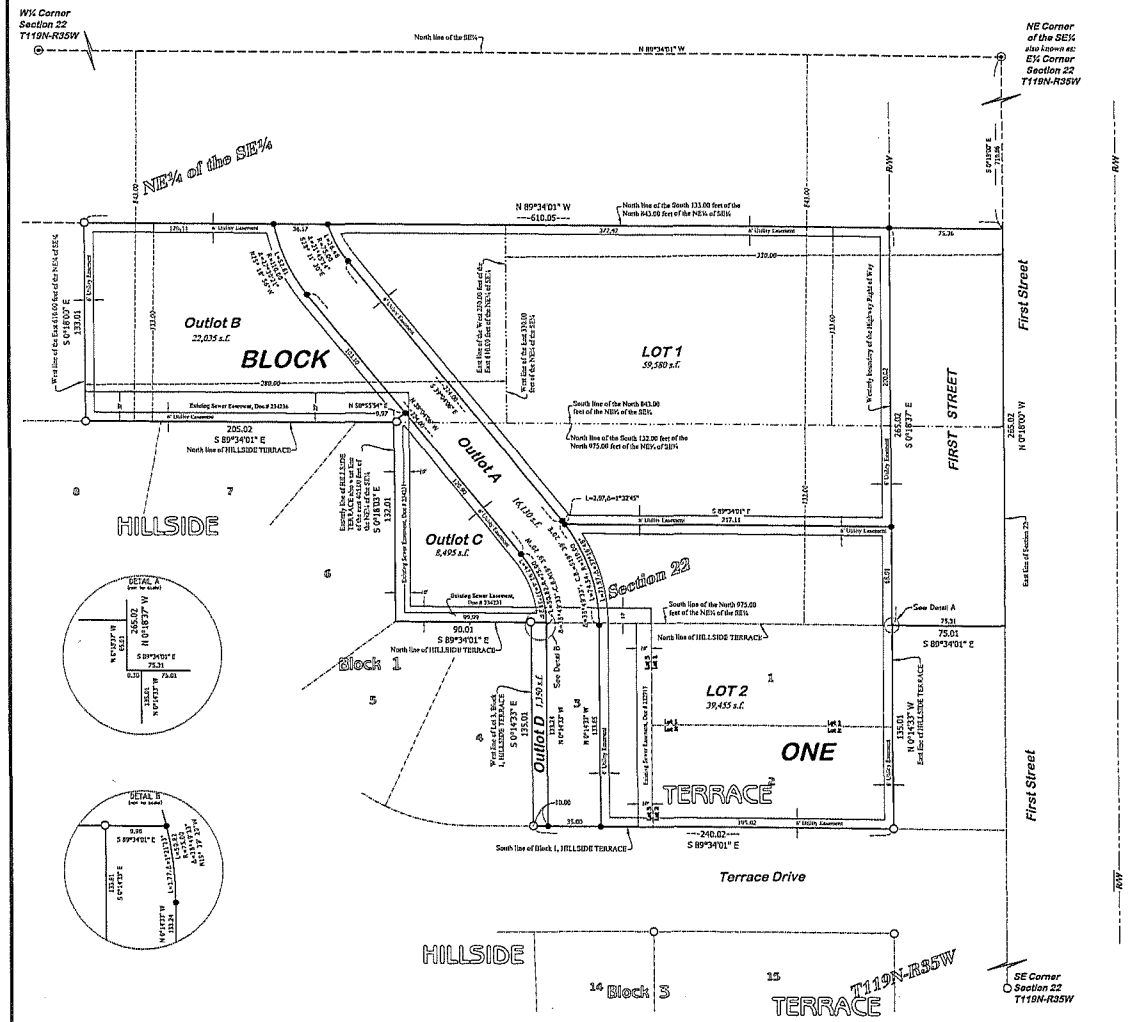
Haddii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo Wac: Sahra Gure, West Central Interpreting Services, LLC (320)235-0165 ama (320)441-8555.


W
S
N
E
Existing Driveway
150 feet
190 ~~220~~ feet
60'
House 44.5 ft.
House 30.5 ft.
40 feet to North Lot Line
65 feet to South Lot Line
16'-7" Elevation
100'
Foot Lake
Telephone
Water
Sewer
Sidewalk
Boulevard
Electrical
Street

Final Plat of:

HIS FIRST ADDITION

Located In:
NE¼ of the SE¼, Section 22, Township 119 North, Range 35 West,
Willmar Twp. Kandiyohi County, MN



DEDICATION

KNOW ALL MEN BY THESE PRESENTS that HIS Land Company, LLC, a Minnesota limited liability company, owner and proprietor of the following described property, situated in the County of Kandiyohi, State of Minnesota, to wit:

Lots 1, 2, and 3, Block 1, of HILLSIDE TERRACE.

AND ALSO

The South 132 feet of the North 975 feet of the East 405 feet of the NE¼ of the SE¼ of Section 22, Township 119, Range 35, Kandiyohi County, Minnesota.

AND ALSO

The South 133 feet of the North 843 feet of the West 280 feet of the East 610 feet of the NE¼ of the SE¼ of Section 22, Township 119, Range 35, Kandiyohi County, Minnesota.

AND ALSO

The South 133 feet of the North 843 feet of the East 330 feet of the NE¼ of the SE¼ of Section 22, Township 119, Range 35, Kandiyohi County, Minnesota.

Have caused the same to be surveyed and platted as HIS FIRST ADDITION, as shown on this plat and hereby dedicates to the public use forever, all roads and easements as shown on this plat.

In witness whereof said HIS Land Company LLC, a Minnesota limited liability company have caused these presents to be this ____ day of _____ 20__

SIGNED:

By:_____ Its:_____
Daniel W. Goetzman

STATE OF MINNESOTA }
COUNTY OF_____} SS The foregoing instrument was acknowledged before me this____ day of 20____ by _____ as_____ of HIS Land Company, LLC, a Minnesota limited liability company.

_____ _____
Notary Signature Notary Printed Name
My Commission Expires _____
Notary Public, Kandiyohi County, Minnesota.

Land Surveyor

I 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 indicated on this plat have been, or will be set within one year; that all water boundaries and wetlands, as defined 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____

_____
Joshua M. Stern, Licensed Land Surveyor
Minnesota License No. 46160

STATE OF MINNESOTA }
COUNTY OF KANDIYOHI } SS This instrument was acknowledged by me this ____ day of _____ 20____ by Joshua M. Stern, Licensed Land Surveyor, Minnesota License No. 46160.

_____ _____
Notary Signature Notary Printed Name
My Commission Expires _____
Notary Public, Kandiyohi County, Minnesota

City Engineer

Approved by the City Engineer of the City of Willmar
Dated this ____ day of _____ 20____

_____
Willmar City Engineer

City Planning Commission

Approved by the Planning Commission of the City of Willmar, this____ day of _____ 20____.

Signed: _____
Chair

ATTEST: _____
Secretary

City Council

Passed and adopted this ____ day of _____ 20____.

Signed: _____
Mayor

ATTEST: _____
Secretary

Attorney

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 ___ day of _____, 20____.

_____
Attorney

County Auditor/Treasurer

TAX STATEMENT
I hereby certify that all taxes for 20____ on the land described herein are paid; and no delinquent taxes are due and transfer entered this ____ day of _____ 20____.

_____
Kandiyohi County Auditor / Treasurer

County Recorder

I hereby certify that this instrument was filed for record in the office of the County Recorder in and for Kandiyohi County, Minnesota on this ___ day of _____, 20____, at _____ o'clock ___M., as Folder No._____ and as Document No. _____.

_____
Kandiyohi County Recorder

North

This drawing prepared by:
Bonnema Runke Stern Inc.
Professional Land Surveyors
1809 22nd St SW - Suite 104
Willmar, MN 56201
Office (320) 231-2944
Fax (320) 231-2847

Requested by: *HIS Land Company, LLC*
c/o Dan Goetzman
11859 62nd Street NW
Spicer, MN 56288

0 40 80 120

LEGEND

- Found Iron Monument from former survey
- Bonnema Surveys Placed Capped Iron Monument
- Cast Iron Monument
- Placed Monument on the property line at a position which is offset from the actual property corner.
  Note: The shown property boundary distances are measured to the actual property corner