CITY OF WILLMAR

PLANNING COMMISSION MEETING
7:00 P.M. ON WEDNESDAY, AUGUST 21, 2019
CONFERENCE ROOM #1
CITY OFFICE BUILDING

Chair: Steve Gardner
Vice Chair: Rolf Standfuss
Members: Jeffery Kimpling, Cletus Frank, Jonathan Marchand, Terry Sieck, Dr. Jerry Kjergaard, Christina Nelson, and Rhonda Otteson.

AGENDA

1. Meeting Called to Order
2. Minutes of August 7, 2019 meeting
3. 7:01p.m. Tempel Rezone Ag to GB
4. Legacy Commons Coffee Cabin Drive-Thru Plan Review
5. Adjourn

PLANNING COMMISSION – AUGUST 21, 2019

STAFF COMMENTS

1. TEMPEL REZONE AG TO GB – FILE NO. 19-04:
   - This property owner-initiated request is to rezone from Ag (Agriculture) to GB (General Business) on property described as: All that portion of the West Half of the Northwest Quarter of the Northeast Quarter of Section 12, Township 119 North, Range 35 West of the Fifth Principal Meridian, Kandiyohi County Minnesota lying Northwesterly of a line drawn parallel with and distant 50 feet Northwesterly of, as measured at right angles to, Burlington Northern Railroad Company's (formerly Great Northern Railway Company's) Main Track centerline, as now located and constructed upon over and across said West Half of the Northwest Quarter of the Northeast Quarter.
   - The requested rezone is to allow office/storage use, with the potential for mini-storage in the future?
   - The surrounding properties are Agriculture to the East, West, and South and Technology to the North.
   - The Comprehensive Land Use Plan envisions the future land use of this area to be residential. However, it is in close proximity to the Hwy 71 Bypass, and there are commercial nodes near the other bypass intersections in the City.
   - Public water and electric are available to this site. However, the nearest public Sanitary Sewer line is at the intersection of Civic Center Drive and Lakeland Drive. An extension of this line would be able to be made without a lift station, though there would be frost concern at one point in the line. This extension would only service the parcel of interest, as elevations would prohibit this extension from serving the 60 acre parcel to the West. The 60 acre parcel could also be serviced via gravity, but would flow South and West towards Lakeland Drive.

RECOMMENDATION: Discuss the desire for a commercial node near the Hwy 71 Bypass & Civic Center Drive Intersection, public utility availability, and give staff direction to prepare a resolution for approval or denial of the requested rezone for City Council. (Final adoption of the prepared resolution will occur at the September 4th Planning Commission meeting)

2. LEGACY COMMONS COFFEE CABIN DRIVE-THRU PLAN REVIEW – FILE NO 19-03:
   - The applicant is Marcus Construction of Willmar, MN.
   - The applicant is requesting a plan review to allow a drive-thru coffee cabin (no inside customer area) on property described as follows: Lot 1 excluding the East 12 feet, Lot 2 excluding the East 11 feet, Lot 3 excluding the East 10 feet, Lot 4 excluding the East 9 feet, Lot 5 excluding the East 8 feet, Lot 6 excluding the East 7 feet, Lot 7 excluding the East 7 feet, Lots 8 & 9, Block 67, First Addition to the Town of Willmar (602 1st St S).
   - The property is zoned GB (General Business).
   - Lot width, area, and setbacks are well exceeded, except for the parking surface setback along Monongalia Ave. Variance 18-02 was approved in 2018 for a 5' parking surface setback for only the East half of frontage along Monongalia Avenue.

- The proposed building is 576 square feet, with no floor area for customer seating or interaction.
- There are currently 60 parking spaces provided. With this 2nd Phase of development, there would be 43 parking spaces provided.
- The site can be accessed off of 1st St S, Monongalia Avenue SW, or Minnesota Avenue SW.
- Plan Review 17-11 was approved in September 2017 for Legacy Commons (the completed 5-suite commercial strip development currently on the site). Additional phases were anticipated at a future date, and are expected per the TIF Agreement with the City of Willmar. The current application is for Phase 2, with the potential for a 3rd Phase in the future.
- Zoning Amendment 18-02 was approved by Planning Commission and Council in 2018 for the Southwest parcels on this block, amending the Zoning from R-3 to GB.
- Variances 18-01 and 18-02 were approved in 2018 for parking surface setbacks along 1st St S and Monongalia Ave SW, respectively. These variances allowed for adequate parking spaces and traffic flow on the property.
- Building Façade?
- Construction is scheduled to be completed yet this year (2019).
- Signage approvals are ancillary from site plan review/approval.

RECOMMENDATION: Approve plan review with the following conditions:

A. The Stormwater Ordinance shall be complied with and all plans shall be approved by the Engineering Department.
B. Screening is required as separation and buffering for adjacent residential properties and installed prior to issuance of a Certificate of Occupancy.
C. The use shall meet all applicable local, state, and federal rules and regulations at all times.

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, August 21, 2019, to consider a change in zoning from Ag (Agriculture) to GB (General Business) allowing an office/storage use on property described as follows: All that portion of the West Half of the Northwest Quarter of the Northeast Quarter of Section 12, Township 119 North, Range 35 West of the Fifth Principal Meridian, Kandiyohi County Minnesota lying Northwesterly of a line drawn parallel with and distant 50 feet Northwesterly of, as measured at right angles to, Burlington Northern Railroad Company's (formerly Great Northern Railway Company's) Main Track centerline, as now located and constructed upon over and across said West Half of the Northwest Quarter of the Northeast Quarter.

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. The Planning Commission meeting agenda and packet can be found on the Calendar on the home page of the City's website (www.willmarmn.gov).

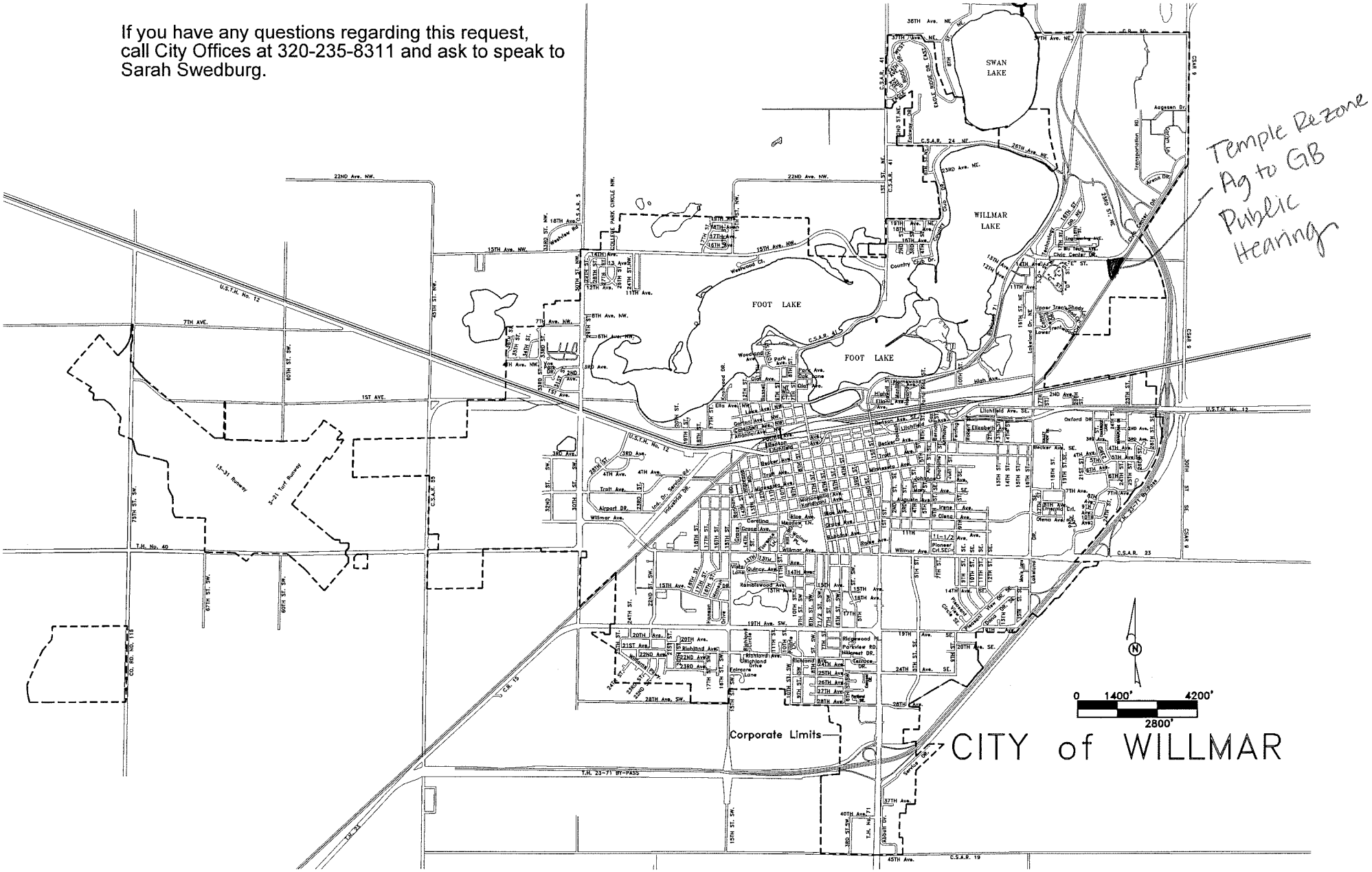
August 10, 2019
Date

Sarah J. Swedburg
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficient, por favor comuniquese con Abby 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 this request, call City Offices at 320-235-8311 and ask to speak to Sarah Swedburg.



"Golden Triangle"

April 12, 2019

1:5,943

0 0.05 0.1 0.2 mi

0 0.075 0.15 0.3 km

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

SUBJECT TO FINAL APPROVAL BY PLANNING COMMISSION

WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, APRIL 17, 2019

MINUTES

1. The Willmar Planning Commission met on Wednesday, April 17, 2019, at 7:00 p.m. at the Willmar City Offices Conference Room #1.

   Members Present: Rolf Standfuss, Jeff Kimpling, Dr. Jerry Kjergaard, Terry Sieck, Cletus Frank, Jonathan Marchand, and Christina Nelson.

   Members Absent: Steve Gardner

   Others Present: Sarah Swedburg – Planner, Doug Fenstra, and Steve Peppin

2. MINUTES: Minutes of the February 20, 2019 meeting were approved as presented.

3. GOLDEN TRIANGLE: Staff presented and reviewed the 2018 Planning Commission discussion. Staff explained that we haven't seen the adjacent 60 acre parcel developed due to the large expense to bring utilities to that area. Doug Fenstra was present to discuss the history of the area and the numerous impractical issues standing in the way of development in this area. The environmental contamination on this site is about 110'x80'. He explained that the foliage on the site is generally a good sign regarding the environmental contamination. The existing zoning is Ag.

   Terry Sieck reviewed the environmental impacts and challenges that may arise should contamination be found. He stated that the commission discussed the vision of residential use in this area. With the relatively large and growing amount of employment in this area, would it be worth considering a more commercial use in the northern area of town? Due to the high expense of upgrading the rail spur in this area, Mr. Fenstra sees little appetite in a large commercial development on the East ½ of the current crop land. The committee discussed at length the possible uses for that property and the long term vision of this area.

4. TATTOO PARLOR USE: Staff informed the commission that currently tattoo parlors are only allowed in the Central Business District and the Shopping Center District. There is a request for a tattoo parlor use in a General Business Zone along Highway 12. The Commission discussed allowing their desire for this use to be permitted outright in the General Business District, similar to a Hair Salon or other appointment-based use already allowed in this district. Staff recommends setting a public hearing for the next meeting scheduled for May 8th to make the text amendment.

5. MISCELLANY:
   Staff informed the Committee that the new Planning and Development Services Director has started and the commission is encourage to stop in the office to meet him.

4. MINNWEST TECHNOLOGY CAMPUS/EXCEL BUSINESS ADVISORS PLAN REVIEW – FILE NO. 18-02: Staff presented a plan review request on behalf of The MinnWest Technology Campus to allow the use of office space by Excel Business Adivsors on campus property described as follows: Unit 5, MinnWest Technology Campus, CIC #40 A Planned Community (1700 Technology Dr. NE).

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

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

Mr. Marchand made a motion, seconded by Mr. Sieck, to approve the plan review with the following condition:

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

The motion carried.

5. MISC. GOLDEN TRIANGLE DISCUSSION: Staff recently received an inquiry about the potential of building a dry/cold storage facility on land described as follows: All that portion of the W1/2 of NW1/4 of NE ¼ lying nw'ly of a line drawn parallel with & distant 50' nw'ly of BNRR main track ctrline as now located & constructed upon, over & across SD W1/2 NW1/4 NE1/4. The land is currently zoned Agriculture, and a text amendment would be needed to allow dry/cold storage for purposes other than agriculture.

There is known contamination on the site, and the Commission discussed the environmental responsibility a new owner would have if acquiring this land. Staff expressed that future use of the surrounding land would likely be residential. Access to land east of the parcel is limited, but the rail line has the potential to become an expansion of the trail.

The Planning Commission and staff came to the consensus that dry/cold storage does not fit with the intended future use of the land and no conditional use permit or text amendment would be allowed to reflect such.

6. SUBDIVISION ORDINANCE DISCUSSION: As per Project A in the Comprehensive Plan, staff is continuing work to rewrite the Subdivision Ordinance. The Planning Commission was supportive of making this necessary update. Staff presented for consideration three main additions: minor subdivisions, park dedication, and sidewalk/trail requirements. The Subdivision Ordinance is currently under review with the Engineering Department regarding design standards and required materials. Staff will continue to move forward with revisions on the draft ordinance.

7. There being no further business to come before the Commission the meeting adjourned at 8:03 p.m.

SECTION 3: GENERAL PROVISIONS

A. SEWER AND WATER.

1. General. City sanitary sewer and water facilities shall be utilized whenever such facilities are available or can be made available by extensions which prove to be both feasible, economical, and in the best interests of the City. Where public facilities are unavailable, a proper system of sewage treatment, disposal, and water supply conforming to the standards and requirements of the City Engineer, Minnesota Pollution Control Agency, and the Minnesota State Department of Health shall be employed.

2. Compliance. Site plans shall show the proposed sewage disposal system and well location. A Certificate of Compliance shall not be granted until on-site sewage treatment and disposal facilities are installed and functioning properly as approved by the Zoning Administrator. Residential lot areas shall be a minimum of one acre when private sewer or water systems are utilized.

B. LOTS.

1. Buildings. Except for R-1 and R-2 Districts, more than one (1) principal building may be permitted on a single lot if area, setback, and density requirements are met.

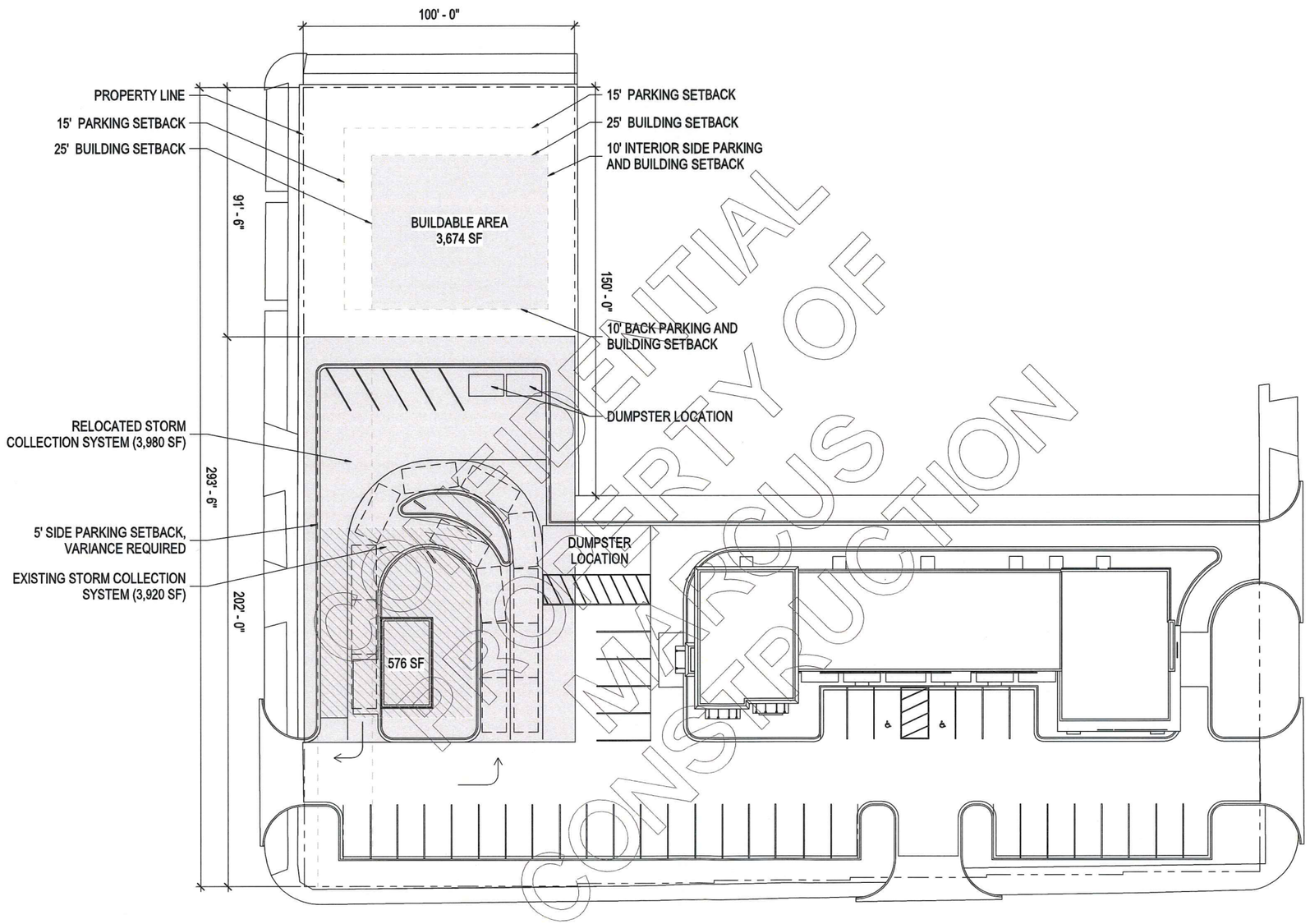
2. Minimum Size. Every lot created after the effective date of this Ordinance shall meet the lot size requirements of the zoning district in which it is located.

3. Lots of Record. Lots of record in R-1, R-2, and R-3 Districts not meeting district area requirements shall be issued a building permit provided:

   a. The proposed dwelling structure is single family.

   b. Lot area and width are at least seventy (70) percent and sixty (60) percent of district requirements for area and width.

   c. Parking and setback requirements are met.



CONFIDENTIAL
PROPERTY OF
MARCUS
CONSTRUCTION

1 Site Plan
MC001 SCALE 1" = 20'-0"

DO NOT USE FOR CONSTRUCTION

marcus construction
www.MarcusConstruction.com
2580 Hwy 12 E | Willmar, MN 56201

Coffee DT
First Street Willmar

Drawn By:
MJ
Job Number:

Revision

Version 2
Date 8.5.19

PRELIMINARY FOR REVIEW ONLY
Date: 8.5.19

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Site Plan

MC001