*SUBJECT TO FINAL APPROVAL FROM PLANNING COMMISSION*

**WILLMAR PLANNING COMMISSION – WORK SESSION**

**CITY OF WILLMAR, MN**

**WEDNESDAY, NOVEMBER 17, 2021**

**M I N U T E S**

1. The Willmar Planning Commission met on Wednesday, November 17, 2021, at 6:30 p.m. in the Willmar City Offices Conference Room #1,

\*\* Members Present: Jonathan Marchand, Jeff Kimpling, Cletus Frank and Stephanie Carlson

\*\* Members Absent: Terry Sieck, Stephen Dresler, Khalif Bashir

\*\* Others Present: Justice Walker – Director of Planning & Development, Kayode Adiatu – Planner, Willard Huyck – Main Street Coordinator - Planner

1. CHANGES OR ADDITIONS TO AGENDA: No changes or additions were made to the agenda.
2. KEYNOTE FROM DIRECTOR WALKER: Director Walker introduced the night’s agenda and format.
3. EXPECTATIONS FOR REVIEWING APPLICATIONS: The Commission reflected on its application review process. Director Walker proposed several reforms to the process, including a requirement that applicants appear before the Commission to discuss their project.
4. ELIMINATING PARKING MINIMUMS: Director Walker proposed revising city ordinance to eliminate minimum parking requirements at new developments, and instead, institute maximum parking limits. The Commission discussed these proposals. The Commission contemplated whether parking minimums were only necessary for particular types of developments. The Commission requested further information on these proposed reforms.
5. LANDSCAPE PLAN: Director Walker proposed several initiatives to improve Willmar’s landscape, including a requirement that tree canopies be illustrated in site plans. The Commission requested further information and a drafted version of the proposed ordinance.
6. BREW PUB ORDINANCE AMENDMENT: Director Walker proposed amending the zoning ordinance to allow for the operation of brew pubs in certain zoning districts. The Commission requested further information and a drafted version of the proposed ordinance.

1. INDOOR GUN RANGE: The Commission contemplated amending the zoning ordinance to allow for indoor gun ranges in certain zoning districts.
2. HOUSING ORDINANCE: Director Walker proposed several reforms to the housing ordinance, including a requirement that rental housing maintenance staff operate within a 50-mile radius of the city and a requirement that maintenance issues be addressed within 48 hours of a violation notice. The Commission considered such reforms and requested further information.

There being no further business to come before the Commission, the meeting adjourned at 8:20 p.m.

Best Regards,



Willard Huyck

Main Street Coordinator - Planner