

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, DECEMBER 5, 2018**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, December 5, 2018, at 7:05 p.m. at the Willmar City Offices Conference Room #1.

\*\* Members Present: Rolf Standfuss, Jeff Kimpling, Terry VanVeldhuizen, Terry Sieck, Jonathan Marchand, and Dr. Jerry Kjergaard.

\*\* Members Absent: Steve Gardner, Cletus Frank, and Margaret Fleck.

\*\* Others Present: Sarah Swedburg – Planner, Shelby Lindrud – Willmar, Christina Nelson – Willmar.

2. MINUTES: Minutes of the November 7, 2018 meeting were approved as presented.

3. MINNWEST CAMPUS COLLIN PETERSON OFFICE PLAN REVIEW– FILE NO. 18-10: Staff presented a plan review request on behalf of The MinnWest Technology Campus, Willmar, MN, to allow the use of office space by Collin Peterson (7<sup>th</sup> Congressional District Congressman) 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.

4. MISCELLANY: Staff provided the Commission with updates on three items. First, Council has approved all appointments and reappointments for 2019; Jonathan Marchand and Terry Sieck will begin their first full term on the commission, and Christina Nelson will be replacing Margaret Fleck, as she will have completed 2 full terms.

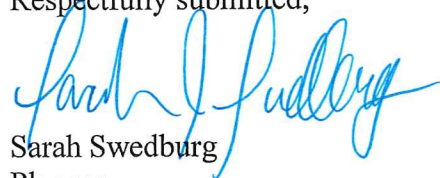
Second, the fence at the new 1<sup>st</sup> St Dairy Queen has been complete, but there are several gaps in the fence for what we assume are maintenance purposes. The City does not see a problem with the 6 foot gaps, however we have received complaints about the 30 foot

gap in the northeast corner. The Commission would like to see a gate put up in that area if it is intended for maintenance purposes.

Finally, Staff presented an idea discussed with The MinnWest Technology Campus to revisit the Land Use Permit requirements for the Technology Zone. Currently, all uses require a Plan Review, and there are a few uses that they would like considered to be permitted Outright. The Commission was agreeable and Staff will move forward with preparing recommendations for a text amendment.

5. There being no further business to come before the Commission the meeting adjourned at 7:24 p.m.

Respectfully submitted,



Sarah Swedburg  
Planner

**PLANNING COMMISSION – DECEMBER 5, 2018**

***STAFF COMMENTS***

**1. MINNWEST TECH CAMPUS PLAN REVIEW FOR COLLIN PETERSON OFFICE – FILE NO 18-10:**

- The applicant is MinnWest Technology Campus.
- The applicant is requesting a plan review to allow Collin Peterson (7<sup>th</sup> Congressional District Congressman) to rent office space on campus property described as follows: Unit 5, MinnWest Technology Campus CIC #40, a Planned Community (1700 Technology Dr. NE).
- The property is zoned T (Technology District).
- Congressman Peterson currently rents office space downtown.
- Congressman Peterson is a ranking member of the House Agriculture Committee.
- The office use would be a good fit for the campus, and its professional office usage fits with the permitted uses in the Technology District.

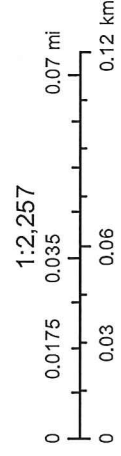
RECOMMENDATION: Approve the plan review with the following condition:

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

# 2nd Ave SE Street Vacation



December 6, 2018





**PLANNING COMMISSION – DECEMBER 19, 2018**

**STAFF COMMENTS**

**1. 2<sup>nd</sup> AVE SE STREET VACATION – FILE NO 18-01:**

- Marcus Real Estate and Investments LLC and BPO Elks Lodge #952 have petitioned for vacation of a portion of 2<sup>nd</sup> Ave SE, West of 20<sup>th</sup> St SE described as follows: a portion of 2<sup>nd</sup> Ave SE lying Westerly of the Northerly extension of the East line of Block 14, Erickson’s Second Addition to the City of Willmar, Minnesota and lying Easterly of the Southerly extension of the East line of Block 4 in said Erickson’s Second Addition to the City of Willmar, Minnesota.
- Marcus Real Estate and Investments, LLC owns the property to the North, East, and majority of the land to the South. BPO Elks Lodge #952 owns the property to the Southwest.
- Historically, this was an entrance to Elm Lane.

**MUC Comments:** There are no WMU water or electric facilities in the marked area.

**Engineering/Public Works Comments:** No issues.

**Private Utility Comments**

**Charter Comments:** Charter Communications has no active facilities in the area of the vacation.

**CenturyLink Comments:** The area that is shown in this vacation petition is clear of any CenturyLink facilities. CenturyLink has no objection to the vacation of the portion of land shown as 2<sup>nd</sup> Ave SE.

**CenterPoint Energy Comments:** CenterPoint Energy has no objection or issues related to vacating 2<sup>nd</sup> Avenue SE in Willmar, MN.

**Windstream Comments:** We are clear (of any utilities in this portion of 2<sup>nd</sup> Ave SE).

RECOMMENDATION: Approve the resolution for street vacation for 2<sup>nd</sup> Ave SE as described above.