

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, FEBRUARY 21, 2018**

MINUTES

1. The Willmar Planning Commission met on Wednesday, February 21, 2018, at 7:00 p.m. at the Willmar City Offices Conference Room #1.

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

** Members Absent: Rolf Standfuss, Margaret Fleck, and Dr. Jerry Kjergaard.

** Others Present: Bruce Peterson - Director of Planning and Development Services, Sarah Anderson - Planner.

2. MINUTES: Minutes of the January 17, 2017 meeting were approved as presented.

3. SHOPPING CENTER DISTRICT TEXT AMENDMENT – FILE NO. 17-04: The public hearing opened at 7:01 p.m. Staff presented the draft ordinance for a text amendment to the Shopping Center District Permitted Uses. Specifically adding to Sections 6.K.2. and 6.K.3. and adding a new Section 6.K.5. These changes will broaden the opportunities for development and allow a multitude of new uses for land in the Shopping Center District.

No one else appeared to speak for or against the request and the public hearing closed at 7:05 p.m.

The Planning Commission reviewed the draft and found it to be consistent with their discussion at previous meetings regarding this expansion of use. Previous discussion was recapped, and the Commission was reminded that this affects the Kandi Mall and the Skylark Center. It was requested that “recreational vehicle” be added to Section 6.K.3.k.

Brewer Taproom requirements in other districts were reviewed, and it was determined that the permitted use with a conditional use permit in the Shopping Center reflects identical requirements in the General Business District.

Mr. Frank made a motion, seconded by Mr. Marchand to approve the text amendment, with the addition of “recreational vehicle” to Section 6.K.3.k., and forward the Ordinance onto the City Council for introduction and adoption.

The motion carried.

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 Advisors 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.

Respectfully submitted,



Sarah J. Anderson
Planner

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STAFF COMMENTS

1. MINNWEST TECH CAMPUS PLAN REVIEW FOR EXCEL BUSINESS ADVISORS – FILE NO 18-02:

- The applicant is MinnWest Technology Campus.
- The applicant is requesting a plan review to allow Excel Business Advisors, LLC to rent a 220 sq ft 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).
- Excel Business Advisors, LLC is an advising firm, providing services to help organizations achieve more by optimizing teams and business strategies. They have a several locations in Minneapolis and St. Cloud areas.
- 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.