WILLMAR

PLANNING AND DEVELOPMENT SERVICES

City Office Building
333 SW 6th Street, Box 755
Willmar, MN 56201

GENERAL DEPARTMENT & INFORMATION	320-235-8311
DIRECTOR	320-214-5184
PLANNER	320-214-5195
BUILDING OFFICIAL	320-214-5185
BUILDING INSPECTION TECH	320-214-5187

FAX: 320-235-4917

MEMO

TO: Willmar Planning Commission

Chair: Mark Klema
Members: Charles Oakes, Andrew Engan, Scott Thaden, Gary Geiger, Randy Czarnetzki, Nick Davis, Virgilio Aguirre, Jr, and Bob Poe.

FROM: Megan M. Sauer, Planner MMS

DATE: February 15, 2012

SUBJECT: FEBRUARY 22, 2012 MEETING

The Willmar Planning Commission will meet at 7:00 p.m. on Wednesday, February 22, 2012, in Conference Room #2 (upper level) of the City Office Building. Please call me at 214-5195 if you cannot attend.

1. Call the meeting to order.
2. Minutes of the January 25, 2012 meeting *
3. 7:01 p.m. Schmitt Second Addition preliminary plat. *
4. Burger King (1st St. S) rebuild plan review. *
5. Minnwest Tech Plan Review- DataSuccess, Inc. **
6. Zoning Ordinance Update Section 4 Parking draft. **
7. Miscellany.
8. Adjourn.

* included
** to be presented

Willmar
All-America City
2005

WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JANUARY 25, 2012

MINUTES

1. The Willmar Planning Commission met on Wednesday, January 25, 2012, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

   ** Members Present: Mark Klema, Charlie Oakes, Scott Thaden, Andrew Engan, Nick Davis, Randy Czarnetski, and Virgilio Aguirre, Jr.

   ** Members Absent: Bob Poe, and Gary Geiger.

   ** Others Present: Andrew Bjur, Beverly Dougherty, Linda Mathiasen, Cecil Meyer, Steve Renquist, Mary Catherwood, Megan Sauer- Planner.

3. MINUTES: The minutes of the January 11, 2012 meeting were approved with the correction of a typo on Page 2 under #5 from Mr. Scott to Mr. Thaden.

4. MEYER'S ADDITION PRELIMINARY PLAT- FILE NO. 12-01: The public hearing opened at 7:01 p.m. Cecil Meyer presented a three parcel preliminary plat reconfiguring existing lots on property described as: Lots 13 & 14 excluding the S 20' of E 50' of Lot 13, Block 52, Original Townsite of Willmar (611 and 615 Becker Ave. SW), AND Lot 1 and N 30' of Lot 2, Block 52, Original Townsite of Willmar (402 6th St. SW). The 402 6th St. SW parcel is owned by Cela-James Investments LLC, and a portion of their access and parking lot will be combined with the parcel to the west making the middle lot more functional.

   The Planning Commission reviewed and discussed Staff Comments (see Attachment A).

   With no comments from the public the hearing was closed at 7:06 p.m.

   The Planning Commission discussed the current access and parking being lost by proposed Lot 3 and gained by proposed Lot 2. They discussed possible parking scenarios to be added to proposed Lot 1. Staff added that any new curb cuts would have to be approved by the City Engineer and on-street parking would be lost.

   Mr. Oakes made a motion, seconded by Mr. Czarnetski, to approve the preliminary plat with the following condition:
   A. A parking agreement and access easement shall be recorded with the plat to ensure access and parking for proposed Lot 3.

   The motion carried.

5. COMMUNITY OWNED GROCERY STORE PRESENTATION: Linda Mathiasen gave a presentation on the COG (Willmar Community-Owned Grocery) a co-op member owned but professionally run grocery selling local whole foods. The presentation was for information only (see Attachment B) and to educate the Commission about this effort and what has been done and what is yet to be accomplished.

6. MISCELLANY: The Commission asked staff to have a summary of current building projects and building permit reports be included in their information packets to help keep them informed on the project occurring in the City of Willmar.

   Also, the Commission suggested working on the Zoning Ordinance update as the meeting schedule allows, staff commented that too was their goal when there weren't applications to take action on.

7. There being no further business to come before the Commission, the meeting adjourned at 7:58 p.m.

Respectfully submitted,

Megan M. Sauer

Megan M. Sauer, ACIP
Planner/Airport Manager

Attachment A

PLANNING COMMISSION-JANUARY 25, 2012

STAFF COMMENTS

1. MEYER'S ADDITION- PRELIMINARY PLAT- FILE NO. 12-01:
   - The applicant is Cecil Meyer, Willmar, MN.
   - The applicant is requesting a three lot subdivision which is a reconfiguration of three existing parcels legally described as follows: Lots 13 & 14 excluding the S 20' of E 50' of Lot 13, Block 52, Original Townsite of Willmar (611 and 615 Becker Ave. SW), AND Lot 1 and N 30' of Lot 2, Block 52, Original Townsite of Willmar (402 6th St. SW).
   - 402 6th St. SW is owned by Cela-James Investments LLC, and Mr. Meyer will be buying a portion of their parcel to enlarge one of his parcels, hence all three parcels being included in the plat.
   - All three parcels are zoned LB (Limited Business).
   - None of the three parcels being created will meet minimum lot area requirements; however they don't currently meet them.
   - The lot frontage of a minimum of 100' will be met.
   - The building setbacks on the existing structure on proposed Lot 3 will meet requirements, but parking for tenants will be lost.
   - A parking/access agreement will have to be recorded congruous with the plat to ensure access and parking will be available to Lot 3.
   - 14' easement listed on the plat, easement purpose!?
   - The nonconforming building setbacks on proposed Lots 1 and 2 will remain the same and will not increase in non-conformity.

   MUC Comments: No comments regarding electric or water.

   Assessor's Comments: Replat of 95-003-6280 and 6400. No pending assessments as of 1/9/12 project list for 2012.

   Fire Chief/Marshall Comments: Ok- no comments.

   Engineering/Public Works Comments: There is no sanitary sewer on Becker Avenue SW. The City does not have records of the sewer service for Lot 2 of Meyer's Addition.

   RECOMMENDATION: Approve the preliminary plat with the following conditions:

   A. A parking agreement and access easement shall be recorded with the plat to ensure access and parking for proposed Lot 3.

Attachment B

Planning Commission, January 25, 2012

COG
COMMUNITY-OWNED GROCERY
Food with Local Roots

How COG Started

The idea for Willmar Community-Owned Grocery began when vendors from the seasonal Becker Market and Saturday Farmer's Market expressed an interest in selling their product year-round.

The two markets provide affordable and locally grown foods ranging from produce, meats and dairy products to hundreds of customers each summer. The Willmar Design Center began the Becker Market in 2006, and is the incubator for the Willmar Community-Owned Grocery, a full-service grocery co-operative and deli emphasizing local foods and healthy eating.

Planning Stage

Following $12,000 seed funding from the Kandiyohi County and City of Willmar Economic Development Commission, a marketing and feasibility study was conducted in 2010 by G2G Research of Dublin, California. A financial seminar was also held in 2010 by Bill Gessner of CDS Consulting Co-op from Minneapolis, Minnesota. With this planning complete, the entity to sell natural foods with over $500,000 of inventory generated annually from local farmers was formed in 2011 and officers were elected.

Additional grants from the West Central Partnership of the University Minnesota Extension, the Agricultural Utilization Research Institute and the Food Co-op Initiative were awarded for the planning process and member-owner recruitment.

COG Mission-Ends Statement & Values

Our purpose is to enable our members and shoppers to have access to healthful foods by collaborating with local growers and conscientious organizations. We are committed to providing a welcoming shopping and eating experience with friendly and knowledgeable staff. We want to inspire and educate for a prosperous and sustainable community.

To build a vibrant economy by promoting personal wellness, cultivating a strong local food network and celebrating a healthy, diverse, educated and sustainable community.

Commitment (Quality, Integrity, Stewardship, Excellence, Accuracy, Responsible)
Community (Friendly, Welcoming, Diverse, Fun)
Collaboration (Innovative, Informed, Education)

Current Activities

The COG completed a business plan, financial pro forma, bylaws and articles of incorporation. COG board members and volunteers have participated in many outreach events and marketing opportunities to educate residents and shoppers about healthy eating choices, the importance of growing a local foods network and revitalizing Willmar's central business district. Additional information is available online at www.willmarcog.com or www.facebook.com/willmarcog.

NOTICE OF HEARING ON A REQUEST TO SUBDIVIDE PROPERTY

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, February 22, 2012, at 7:01 p.m. at the City Office Building (Conference Room # 2 upstairs), 333 6th St. SW Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a 2 lot subdivision re-plat submitted by Ken Schmitt, Willmar, MN. Said plat is a subdivision of property described as: Lot 1, Block 1, Schmitt Addition (202 19th 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.

February 10, 2012
Date

Megan M. Sauer
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficient, por favor comuniquese con Jill al 231-8575, de la Cooperativa de Integracion del Oeste Central.

Hadii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo WAC Contact: Lul Yusaf, Somali Women & Family Center (320)235-0532 or (678)467-3217.

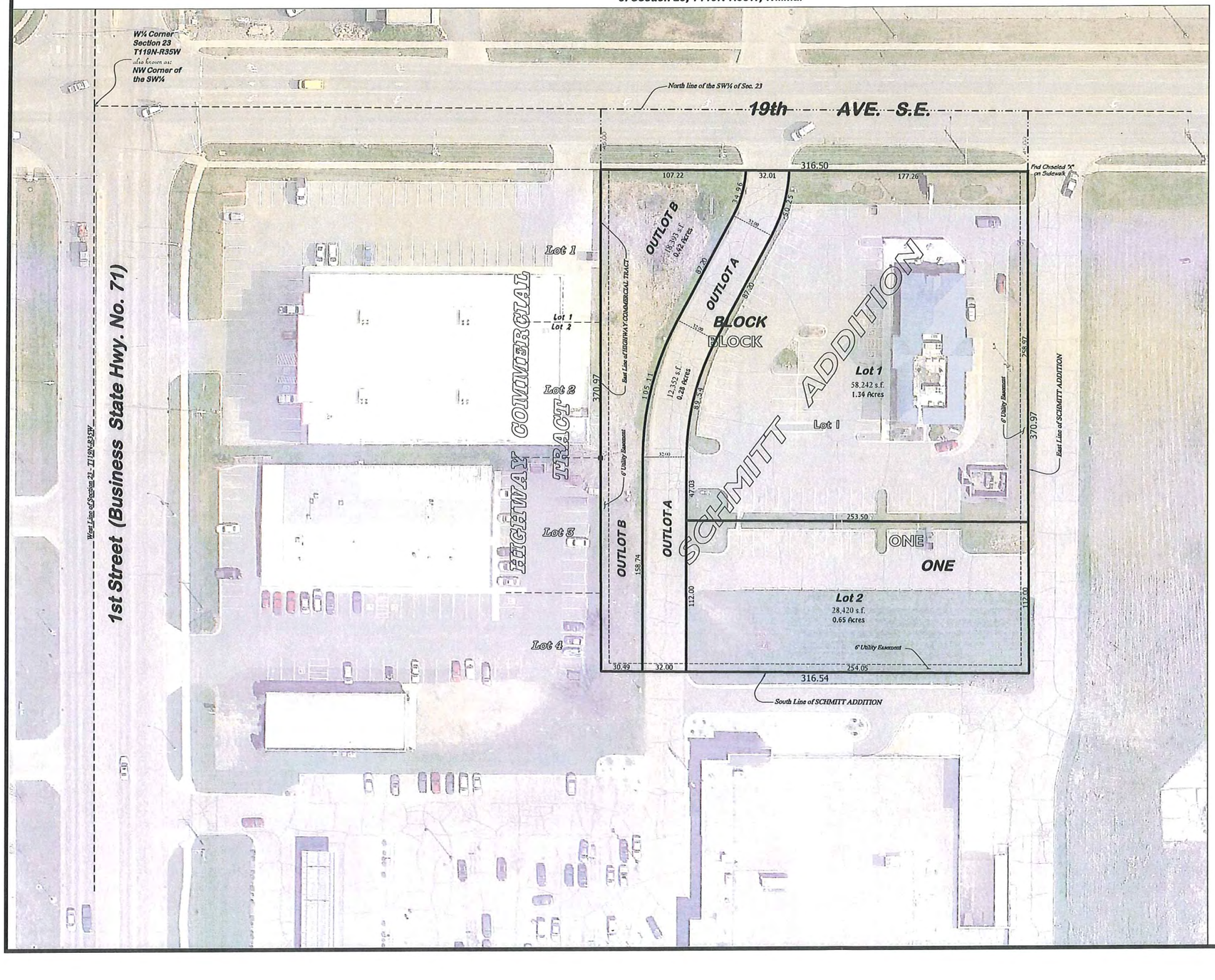
Preliminary Plat of:

SCHMITT SECOND ADDITION

A Common Interest Community

Located in:

Part of the NW¼ of the SW¼
of Section 23, T119N-R35W, Willmar



North

This plat prepared by:

BONNEMA SURVEYS INC.
Professional Land Surveying
1809 22nd Street SW Willmar, MN 56201
Office (320) 231-2844
Fax (320) 231-2827

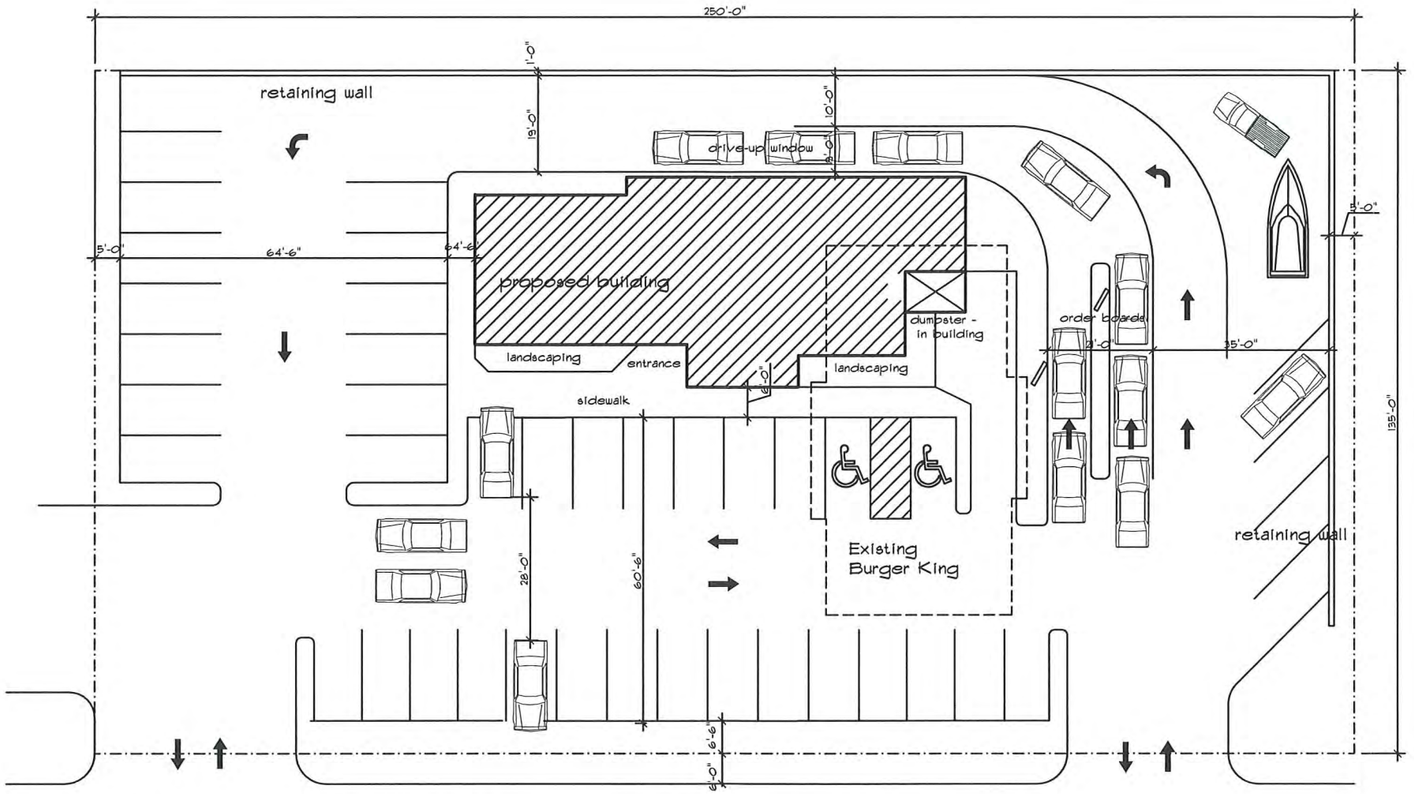
Developer: *Ken Schmitt*
202 19th Ave SW
Willmar, MN 56201

SCALE 1" = 40'

0 40 80

LEGEND

- Found Iron Monument from former survey
- Bonnema Surveys Placed Capped Iron Monument
- Cast Iron Monument



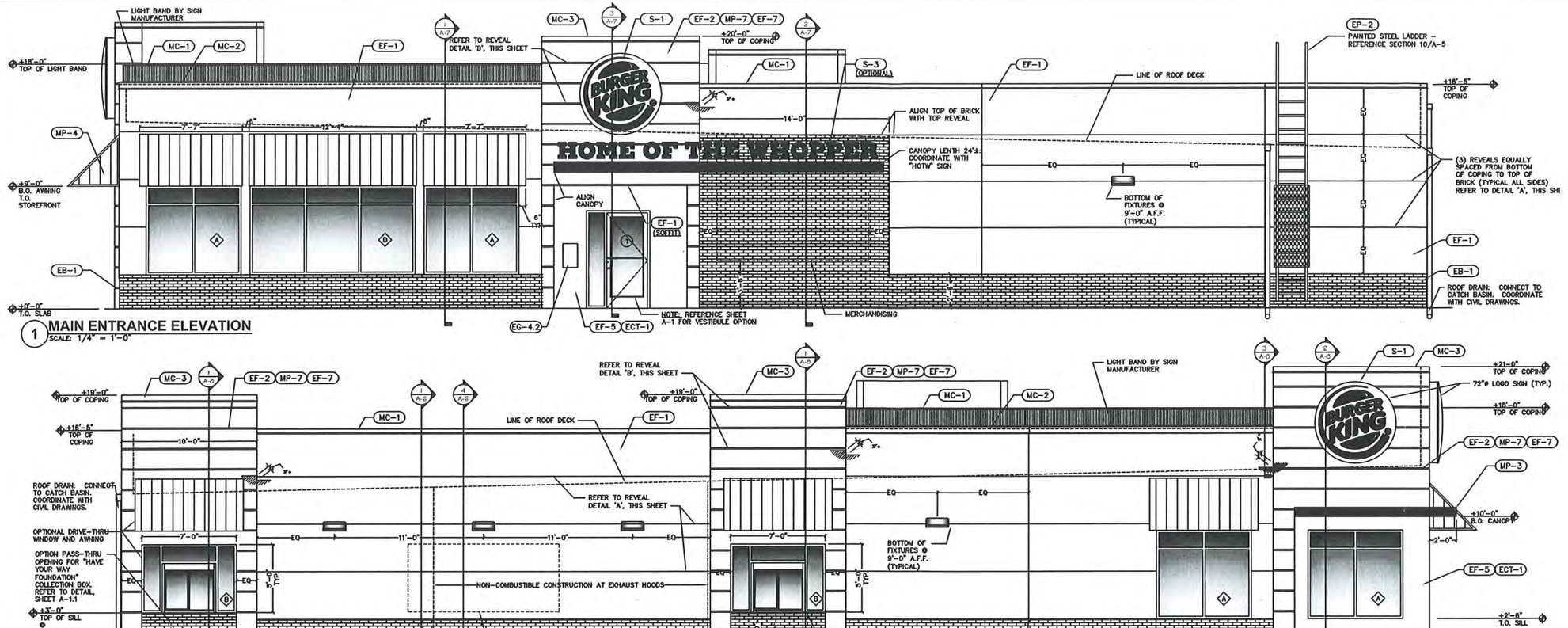
Site Plan: Burger King - 43 Cars

Willmar, Minnesota

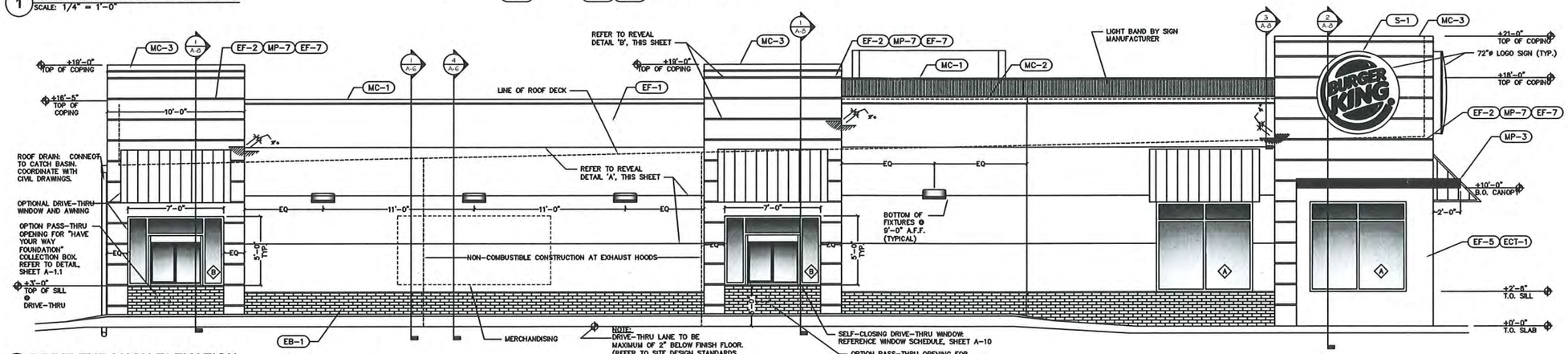
Scale 1" = 30'-0"

Genesis Architecture Feb. 7, 2012

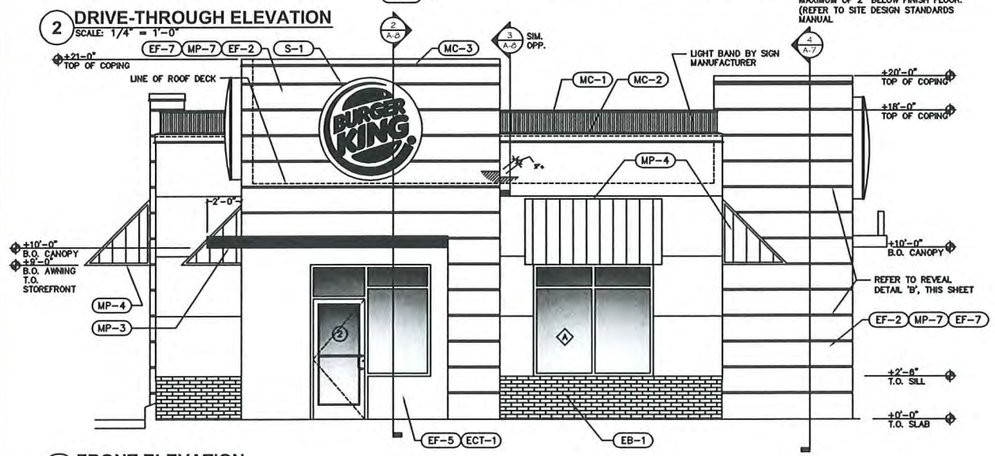
N Highway 71 First Street



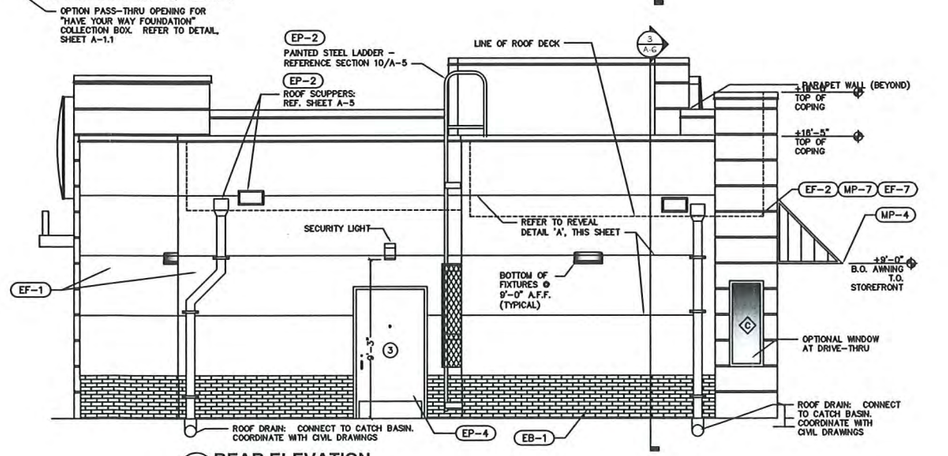
1 MAIN ENTRANCE ELEVATION
SCALE: 1/4" = 1'-0"



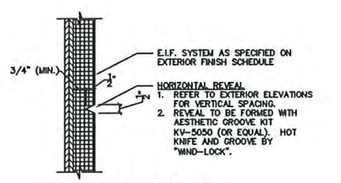
2 DRIVE-THROUGH ELEVATION
SCALE: 1/4" = 1'-0"



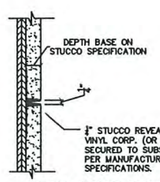
3 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



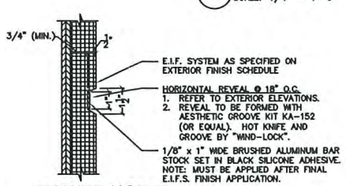
4 REAR ELEVATION
SCALE: 1/4" = 1'-0"



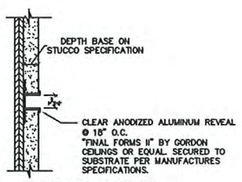
A BUILDING HORIZ. REVEALS - E.I.F.S.
SCALE: 3" = 1'-0"



A BUILDING HORIZ. REVEALS - STUCCO
SCALE: 3" = 1'-0"



B TOWER HORIZ. REVEALS - E.I.F.S.
SCALE: 3" = 1'-0"



B TOWER HORIZ. REVEALS - STUCCO
SCALE: 3" = 1'-0"

WINDOW DECAL
SCALE: NONE

DRAWN BY: CHECKED BY: DATE:

NO.	DATE	REVISION

BURGER KING CORP. /FRANCHISEE
STREET ADDRESS
CITY, STATE, ZIP
PHONE:

ARCHITECT'S INFORMATION BLOCK

SEAL

ARCHITECT'S NAME
STATE OF:
REGISTERED ARCHITECT
REG. NO.#

PROJECT #
ROOM 20/20 IMAGE: NOV. 2011 DESIGN RELEASE
BURGER KING RESTAURANT
STREET ADDRESS
CITY, STATE, ZIP

EXTERIOR ELEVATIONS (STANDARD)

A-2