

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, SEPTEMBER 25, 2013**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, September 25, 2013, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

\*\* Members Present: Mark Klema, Charles Oakes, Nick Davis, Randy Czarnetzki, Scott Thaden, Andrew Engan, and Margaret Fleck.

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

\*\* Others Present: Warren Erickson, Bruce Mulder, Nancy Patock, Dave Moen, and Megan DeSchepper- Planner.

2. MINUTES: The minutes of the September 11, 2013 meeting were approved with the following amendments: the motion carried with all voting aye except for Mr. Oakes voting nay.

3. PASSION PROPERTIES ASSISTED LIVING BUILDING ADDITION CONDITIONAL USE PERMIT- FILE NO. 13-05: The public hearing opened at 7:01 p.m. Warren Erickson of Energy Concepts, and Nancy Patock Housing Manager for Passion Properties, presented plans for a conditional use permit for a building addition of four additional bedrooms on the five bedroom assisted living facility on property legally described as: Lots 1, 2, and the northerly 5' of Lot 3, Trentwood Estates, Block 3 (1000 Cottonwood Dr. NE). The five bedroom facility built several years ago required plan review in the R-2 (One and Two Family Residential) and now that an additional four bedrooms enlarges the facility to require full conditional use permit review.

Mr. Erickson explained that each bedroom has its own private bathroom. The same shingles, roofline, brickwork etc. will be used on the addition to match the current structure. The site plan depicted a 6 space parking area to the north of the addition for staff and visitors. There is also an attached garage and driveway on the site. The landscaping and drainage will tie into the existing facility and the adjacent stormwater holding pond.

Ms. Patock added that 2-3 people work at the site and that will not increase with the addition and they are licensed by the State and County. The employees work on eight hour shifts and the residents do not have vehicles on site and are mostly 55 plus.

Bruce Mulder, a nearby property owner voiced concerns about the facility adding more units in the future and becoming more commercial. He was worried about the future of the property once it is sold or if this business stops operations what will the future uses of the property be.

Dave Moen, a property owner across the street, talked about his concern with the area being single family and twin homes and that this is a larger facility. He said the current property owners are great neighbors, but he is concerned on what could operate out of the facility in the future, once they add onto the structure it'd be much more difficult to revert back to a single family home. Mr. Moen suggested the applicant build on a nearby commercial lot that would have less impact on the residential area.

With no further comments from the public, the hearing was closed at 7:21 p.m.

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

The Commission talked about architectural changes that could be made to have the structure look smaller, but at the same time considered some of the existing twin homes in the area are just as large. Development along Lakeland Dr. NE was discussed, staff noted that residential facilities with assisted living are not permitted in commercial areas and for example Bethesda and Rice Care are both zoned R-2.

The what if scenario's were brought up again and the Commission stated they have to act on the current request. The facility could be turned into a twin home in the future, but it is clearly designed for assisted living use. The off-street parking being planned is good to get vehicles out of the way for plowing, but again is more commercial in nature.

Mr. Oakes made a motion, seconded by Mr. Thaden, to approve the conditional use permit with the following condition:

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

The following affirmative findings of fact were made for the conditional use permit as per Section 9.E.3.a.1-7:

1. That the conditional use, with such conditions as the Commission shall determine and attach, conforms to the purpose and intent of this Ordinance, and is in conformity with the Comprehensive Land Use Plan of the City as assisted living facilities are permitted in the R-2 with a conditional use permit.
2. That there was no factual demonstration of a substantial/appreciable negative impact on values to properties in the neighborhood from the proposed conditional use as no testimony was given regarding assisted living facilities impact on values.
3. The conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance to the community as there is no known importance to the property.
4. That the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district as zoned as the development is partially developed already.
5. That adequate utilities, access roads, stormwater management, and other necessary facilities have been, or are being, provided as it's an already improved property.

6. That adequate measures have been, or will be, taken to provide ingress and egress in such a manner as to minimize traffic congestion and maximize public safety in the public streets as they have added additional off-street parking.
7. That the conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the surrounding area/neighborhood as it is a slab on grade residential structure similar to other homes in the neighborhood.

The motion carried with all voting aye except for Mr. Thaden who voted nay.

4. TEXT AMENDMENT DRAFT DISCUSSION CONTINUED: The Planning Commission continued discussion regarding the possibility of amending the zoning ordinance to allow a duplex in an R-1 District with a conditional use permit and updated those that had missed previous meetings discussions. Staff drafted text as per direction from the Planning Commission that would limit an owner occupied dwelling unit plus one (1) ancillary rental unit in a single structure with at least 50% of the required off-street parking within a garage and maintaining the character of a single-family residence.

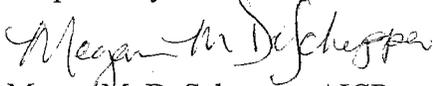
The Commission discussed at length how equitable the process would be for every applicant and as long as they met conditions and findings of fact there would be no way the Commission would be able to deny the request. The discussion led to do they wish to preserve the R-1 that exists in the community.

Ms. Fleck made a motion, seconded by Mr. Thaden, that after thorough investigation into the matter of allowing a duplex in the R-1 district as a conditional use permit the Planning Commission decided to not to pursue amending the Zoning Ordinance and leave the text as it is.

The motion carried.

5. There being no further business to come before the Commission, the meeting adjourned at 8:02 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP  
Planner/Airport Manager

PLANNING COMMISSION-SEPTEMBER 25, 2013

STAFF COMMENTS

1. PASSION PROPERTIES ASSISTED LIVING BUILDING ADDITION CONDITIONAL USE PERMIT- FILE NO. 13-05:

- Passion Properties LLC applied for a conditional use permit to add four bedrooms onto the existing five bedroom assisted living facility on property described as: lots 1, 2, and the northerly 5' of Lot 3, Trentwood Estates, Block 3 (1000 Cottonwood Dr. NE).
- The property is zoned R-2 (One and Two Family Residential). When the facility was originally built it only required plan review as it was only a five resident facility. Once additional rooms were proposed it triggered the conditional use permitting process.
- The facility is a Class F Home Care Provider. They provide services and the vast majority of their tenants are 55 plus. They have two to three staff persons on shift.
- Each bedroom has its own bathroom facility.
- The addition will be 38' x 58'.
- Setbacks for the proposed addition meet the requirements for the planned unit development conditional use permit.
- The elevation drawings depict a building that will match the existing facility and the neighborhood aesthesis quite well.
- There is an existing driveway and garage on the site and none of the residents have vehicles. The applicant does propose adding a parking lot on the property to the north that will allow for off-street parking of staff as well as visitors.
- The site drains to the holding pond to the east.
- Landscaping will continue on the site around the addition.

RECOMMENDATION: Approve the conditional use permit with the following conditions:

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

**A 21st Century School**

# **Technical Academies**

*of Minnesota*

**Our Mission** at Technical Academies is to provide innovative educational opportunities and develop career pathways for young adults in partnership with the private and public sector. The technical academies will seek to fulfill the talent needs of industry and service.

**Our Vision** is to create technical academies that foster competencies, creativity, confidence and purpose resulting in successful leaders and citizens for Minnesota's future.

## **Occupations in Growing Demand in Southern Minnesota**

Careers in:

- Architecture & Engineering
- Education
- Healthcare
- Information Technology
- Manufacturing
- Sales & Marketing

*83% of US companies report a shortage of skilled workers, 69% expect the shortage to grow.  
(Workboots.com)*

### **Tell me more...**

This school will prepare you for what you want to do next in your life. Students wanting to move directly into a career following high school will complete the necessary post-secondary certificate program to enable them to do this. These students will have a work-experience program at a business in the Southern Minnesota area. Students wanting a career requiring an AA or BA degree will likely complete one or more years of post-secondary before they graduate. Some students may not be seeking a career that requires post-secondary training. These students will successfully complete a supervised work-experience program at a job site.

*To close the gap, all students should graduate high school ready for career and postsecondary success. (All Hands on Deck, GWDC.org)*

### **Get involved...**

We need help with internships, mentoring, equipment, curriculum input, fundraising, community outreach, business partnerships, and industry assessment opportunities. If you would like to get involved, please contact us. Together we will increase opportunities for our youth and strengthen our communities.

**Visit Our Website: [www.TechnicalAcademies.org](http://www.TechnicalAcademies.org)**

# Frequently Asked Questions:

## Who may attend Technical Academies of Minnesota?

Technical Academies of Minnesota will be open to all students. In accordance with federal law and U. S. Department of Education policy, the schools are prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

## What kind of school is this?

This is a project based charter public school focused on career and technical skills. Students will create projects based on their own career interests. Students will make choices about how they complete state graduation requirements as a part of their projects. Some work will be done partially online, while other experiences will be in the community, at a local business, or on a college campus.

## Where will the Technical Academies be located?

Technical Academies of Minnesota will serve students in southern Minnesota. We are considering locations based on community, business, and higher education partnerships.

## How can I find out more?

Visit our website, like us on FaceBook, attend a meeting, or send us an email. We are happy to answer your questions.

## Where will the internships and college classes be located?

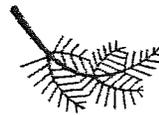
As students develop their projects, specific college courses or technical internships that align with their project goals will be offered. Partnerships are being formed with various businesses, colleges, and universities in the region.

## Will students get a regular high school diploma when they graduate from Technical Academies of Minnesota?

Yes! Technical Academies of Minnesota is a Minnesota Public School. Graduation requirements include the same standards and credit requirements as any other public school in Minnesota. We will also require students to successfully complete some sort of dual credit college course, internship, technical skill training, or work experience before graduation.

## Why do you need to raise money before you open?

As a new charter school we need to raise money from various sources. Thanks to a generous gift from the Blandin Foundation, we were able to hire a Startup Coordinator and an Instructional Leader to help us identify potential staff, create business partnerships, and develop learning opportunities.



supported in part by

Blandin Foundation™

# Contact us to learn more!

Let us know how we can partner with your business or organization to create opportunities for area youth.  
*If you of your student are interested in enrolling, please contact us for more information. Thank you!*

**Technical Academies of Minnesota** PO Box 223, Waldorf, MN 56091

email: [Info@TechnicalAcademies.org](mailto:Info@TechnicalAcademies.org) website: [www.TechnicalAcademies.org](http://www.TechnicalAcademies.org) phone: (507) 420-0141

Technical Academies of Minnesota Public Charter Schools are members of the EdVisions North Star Schools Project working with Innovative Quality Schools of Minnesota. Technical Academies of Minnesota is a 501(c)(3) non-profit organization.

*Moving from dream to reality at Technical Academies of Minnesota (TAM)  
A 21<sup>st</sup> Century School that offers innovative educational opportunities for students in grades 7-12.*

The mission at Technical Academies of Minnesota is to provide innovative educational opportunities and develop career pathways for young adults in partnership with the public and private sector. TAM will seek to fulfill the talent needs of industry and service.

The vision of Technical Academies of Minnesota is to create technical academies that foster competencies, creativity, confidence and purpose resulting in successful leaders and citizens in the future.

Prior to submitting the application for TAM to Minnesota Department of Education in 2012, a survey of businesses throughout southern Minnesota revealed a shortage of skilled workers or qualified employees, even the basic understanding of job skills. The labor shortage indicated:

15% of businesses are now willing to pay a hiring bonus,  
49% had to re-post positions because of lack of qualified candidates,  
41% are concerned about essential employees retiring in the next few years,  
33% say applicants do not possess the necessary work skills, and only  
20% believe their current employees have the needed skills to grow the organization.

Additional information cited from the survey included: employees seem to be missing real world common sense needed to get hired or keep their job, a shortage of painters, welders, manufacturers, marketers, salespeople, industrial technology, keyboard or phone skills, and problem solving of the very basics.

TAM will be an innovative, project-based, public charter school focused on career and technical skills. Students will create individualized guided projects using a Project Based Learning model based upon their interests and career choices. Project Based Learning (PBL) encourages “real-world” problem solving. It is rooted in the notion that learning has a purpose and this purpose includes engagement and action. Implementation of PBL requires students to go through an extended process of inquiry in response to a complex question, problem, or challenge. Rigorous projects help students learn key academic content and practice 21st Century Skills (such as collaboration, communication & critical thinking). Key components of PBL include:

- Requires critical thinking, problem solving, collaboration, and various forms of communication.
- Requires inquiry as part of the process of learning and creating something new.
- Is organized around an open-ended driving question.
- Creates a need to know essential content and skills.
- Expands student voice and choice.
- Includes processes for revision and reflection.
- Involves a public audience.

PBL will assist students in acquiring skills required for success in the workforce. As students develop their projects, they can access specific college courses or technical internships that align with their projects. Some student work will be done partially online, while other experiences will be in the community, at a local business, or on Ridgewater College campus. As part of their project, students will make choices on how to complete state graduation standards using *Project Foundry*, an online

learning management and student portfolio system. Students will also participate in all state required assessments including the Minnesota Comprehensive Assessment to assure academic accountability.

The goal of Technical Academies of Minnesota is every graduate will:

- Be accepted to, enter and graduate from a four year college, or
- be accepted to, enter and graduate from a two year technical college, or
- enter the workforce with specifically trained-for skills and/or certification, and
- leave school with greater hope, motivation and future focus in order to excel at their chosen field of interest.

The heart of TAM will be the personalized nature of the school and the focus on non-course based learning strategies that tend to the interests and engagement of every student. Within this learning environment, students will have the unique opportunity for self-transformation. Students will transform their learning, as they develop a sense of ownership for the process of learning. Students, from all sectors of the community, will transform their relationships, as they develop a learning community rooted in justice for all. Students will transform their very identify, as they become agents for change, by encountering mentors who can share the wisdom of their experience and knowledge. These students, because of the unique opportunity to study, to dialogue, and to engage in reflection and action with you on this campus, will be the leaders who, in dialogue with fellow members of Willmar and the surrounding communities, will address the critical issues that challenge us and will challenge us in the future.

Part of the dream of locating TAM on MinnWest Technology Campus is students would be empowered to explore content in new and meaningful ways through the richness of collaborating and engaging with 29 businesses while being challenged to dream what this learning means as we collectively create the future. This bold statement can be uttered because it is rooted in the partnership that already exists on this campus and in the philosophy that is both spoken and lived out in this unique community. To borrow the words from Jim Sieben, "This campus gave...the tools and the atmosphere we needed to reach our potential." The students at TAM will have the opportunity to reach their potential because you have the opportunity to assist in the transformation, in the maturation of young men and women. The students who attend TAM on this beautiful, historic campus are the present and the future. Therefore, literally, you have the opportunity to influence the ongoing development of today and tomorrow.

This "agency", both individually and collectively, will emerge as students collaborate in research and development, the core principles of MinnWest Technology Campus. You have demonstrated your passion and commitment for fostering learning opportunities. By welcoming Technical Academies of Minnesota onto your campus, you will have an opportunity on a daily basis to have a tremendous influence on the learning environment that will have an impact both locally and globally. Remembering, these students will be challenged to dream the future.

As you begin to dream what the presence of Technical Academies of Minnesota would mean for this campus, consider what you have to offer these students, and what these students have to offer you. Locating Technical Academies of Minnesota on the MinnWest Technology Campus is not only about you giving and sharing, but it is also about you receiving the gifts these young men and women will share with you.