WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, AUGUST 28, 2013

MINUTES

1. The Willmar Planning Commission met on Wednesday, August 28, 2013, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

   ** Members Present: Mark Klema, Charles Oakes, Randy Czarnetzki, Scott Thaden, and Gary Geiger, Margaret Fleck.

   ** Members Absent: Andrew Engan, Bob Poe, and Nick Davis.

   ** Others Present: Joy Nielsen, Steve Salzer, Bruce D. Peterson-Director of Planning and Development Services, and Megan DeSchepper- Planner.

2. MINUTES: The minutes of the August 14, 2013 meeting were approved with the following amendments: page 2 after Mr. Thaden withdrew his motion; the motion carried shall be removed, and unanimously should be added after the motion carried.

3. NIELSEN REZONE DISCUSSION: Staff explained that the previous meeting minutes were pulled by the City Council consent agenda and discussed at length in regards to the Nielsen rezone. Spot zoning was discussed, and use vs. zoning. The Commission talked about the area being a mixed development with the blocks in question being R-1 and wanted to preserve that. Rezoning was discussed and the appeal process and the power of the City Council.

   Joy Nielsen stated she had talked to her neighbors and they seemed ok with the rental unit so she was very surprised they were against it at the meeting. The house is so big they bought it planning to live in the upper area of the home and rent out the basement to one or two people.

   Staff said another option to consider is to allow two units in an R-1 with a conditional use permit. The Commission could amend the Ordinance and require that the home be owner occupied etc.

   The Commission talked about the tax difference in a homestead vs. non-homestead. They also discussed that mother-in-law apartments and other situations would fit into this idea that already may be taking place in R-1's.

   Ms. Fleck made a motion, seconded by Mr. Czarnetzki, for staff to gather information and Ordinances from other communities to see how a conditional use permit in an R-1 for a duplex would work for further discussion at the next meeting.

   The motion carried with Ms. Fleck, Mr. Czarnetzki, Mr. Geiger, and Mr. Klema voting aye, and Mr. Oakes and Mr. Thaden voting no.

4. MINNWEST TECHNOLOGY CAMPUS- YDPRO PLAN REVIEW- FILE NO. 13-09: Steve Salzer presented plans on behalf of MinnWest Technology Campus for YDPRO a digital transfer service business on property legally described as: Unit 5, MinnWest Technology Campus, CIC #40 a Planned Community (1700 Technology Dr. NE). YDPRO will be leasing 583 sq. ft. of office space for the digital production company.

   The use fits the Technology Zoning District.

   Mr. Oakes made a motion, seconded by Ms. Fleck, 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 Planning Commission reviewed and made affirmative findings of fact in Zoning Ordinance Section 9.E.4.a.1-7.

   The motion carried.

5. ZONING ORDINANCE UPDATE DISCUSSIONCONTINUED: Staff distributed a draft version of Section 9. regarding Zoning Administration. Portions of the section have been amended the past few years to keep in line with amendments to State Statute. Appeals of various land use decisions were discussed and some clarity is needed between the Zoning Ordinance and City Charter. City Staff will contact the City Attorney to verify.

6. There being no further business to come before the Commission, the meeting adjourned at 8:07 p.m.

Respectfully submitted,

Megan M. DeSchepper

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Planner/Airport Manager