

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JANUARY 11, 2012**

MINUTES

1. The Willmar Planning Commission met on Wednesday, January 11, 2012, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

** Members Present: Mark Klema, Scott Thaden, Andrew Engan, Gary Geiger, Nick Davis, and Bob Poe.

** Members Absent: Charlie Oakes, Randy Czarnetski, and Virgilio Aguirre.

** Others Present: Ryan Voz, Mark Jerzak, Bruce Peterson- Director of Planning and Development Services, Megan Sauer- Planner.

2. REORGANIZATION: Mr. Thaden made a motion, seconded by Mr. Geiger to nominate Mr. Klema for Chair, Mr. Oakes for Vice Chair, and Mr. Engan for secretary.

The motion carried.

3. MINUTES: The minutes of the December 14, 2011 meeting were approved with the correction of the spelling of Mr. Geiger.

4. STINGERS TRAILER DISCUSSION CONTINUED: The Commission continued the discussion of a possible new office trailer at the ball park for the Stingers organization and Ryan Voz and Mark Jerzak were present for the discussion. The Stingers were offered the lease of a trailer that is larger and more insulated for use as office space at Bill Taunton field. It would be tied down and skirted. The office space would be more user friendly in the winter, but would not have City sewer or water.

The Planning Commission opined that ideally a permanent structure would be built on the site, but that is not feasible at this time. A step up in the temporary office structure is a step forward. They saw the new trailer to be unobtrusive and as long, as there aren't ADA issues and only Stinger signage, they saw no issue with the new trailer.

Mr. Thaden made a motion, seconded by Mr. Geiger, to approve the new trailer building at the existing office location with the conditions as follows:

- A. The trailer be tied down and properly skirted.
- B. The trailer shall meet all necessary codes/ADA requirements.
- C. The signage shall meet the Zoning Ordinance stipulations.
- D. The temporary office will be re-reviewed at the January 2014 Planning Commission meeting.

The motion carried.

5. GREENSTEP CITIES PROGRAM: Mr. Thaden made a motion, seconded by Mr. Engan, to take the matter off the table and open the topic up for further discussion.

The motion carried.

The Commission discussed the benefits and impact the program would have on the community. They also talked about it being a citizen driven process and that staff time and City dollars would be limited. They talked about the program being inherently good, but that the City Council will ultimately decide if it's a program the City should participate in.

Mr. Thaden reiterated the motion that was already on the table, to encourage the City Council to adopt a resolution to participate in the program after Mr. Bjur and Mr. Vetsch present the GreenSteps Program and sub-committee findings to the City Council.

The motion carried.

6. MISCELLANY: Staff presented a possible future annexation on the north side of town east of Eagles Landing along 8th St. NE. There are some failing septic systems and a possible support and solution for the problem of the home owners would be annexation and City services. The best way to service these homes with sewer would be gravity feed. And through its due diligence the City discovered there are two tax forfeiture lots that are low lying and swampy (probably unbuildable), but would be needed for the gravity sewer plans due to existing elevations (easements in the future would be much more costly). Staff asked the Commission to support the acquisition of the two lots for future utilities.

Mr. Engan made a motion, seconded by Mr. Geiger, to recommend that the City acquire the two forfeiture lots to allow future access to sewer lines and for stormwater retention.

The motion carried.

7. There being no further business to come before the Commission, the meeting adjourned at 7:46 p.m.

Respectfully submitted,

Megan M. Sauer, AICP
Planner/Airport Manager