

**COMMUNITY DEVELOPMENT COMMITTEE
MINUTES**

The Community Development Committee of the Willmar City Council met on Thursday, May 12, 2016, in Conference Room No. 1 at the City Office Building.

Present:	Rick Fagerlie	Chair
	Andrew Plowman	Vice Chair
	Audrey Nelsen	Member
	Tim Johnson	Member

Others present: Bruce Peterson - Director of Planning and Development Services, Larry Kruse – City Administrator, Steve Ahmann – Council Member

Item No. 1 Call to Order

The meeting was called to order by Vice Chair Plowman at 4:49 p.m.

Item No. 2 Public Comments (For Information Only)

There were no public comments.

Item No. 3 Dooley Brothers, LLP Business Subsidy Agreement (Motion)

Staff presented a Council Action Request for the Dooley Brothers project. The next step in the process is to conduct a public hearing to consider the business subsidy agreement for the Dooley project. The final purchase price has been worked out based on the City’s land write-down policy. Because the write-down exceeds \$150,000, it is considered a business subsidy under Minnesota Statutes. To grant the subsidy, the Council must conduct a public hearing prior to entering into the business subsidy agreement. The purchase price was written down based on Dooley’s goals of creating 35 new jobs, and the City Assessor’s Office has estimated the taxable market value of the improvements to exceed \$1.5 million. The City Attorney is working on the business subsidy agreement and it will be made available to the Council as soon as possible, prior to the hearing.

The Committee discussed the land transfer process, as well as the methodology for counting employees, how the purchase price was calculated, and the land write-down process in general.

Following discussion, a motion was made by Council Member Fagerlie, seconded by Council Member Johnson, and passed to recommend to the Council that a public hearing be set for June 6, 2016 to consider the Business Subsidy Agreement for the Dooley project.

Item No. 4 Development Standards Policy (Motion)

Staff presented for Committee consideration two policies impacting physical development within the City. In the past, staff has had informal guidelines regarding driveway widths and building elevations. Staff now requests that those standards be reduced to writing and adopted as formal policies. Staff was proposing that driveway widths be restricted to 24’ through the right-of-way for residential properties, and 32’ through the right-of-way for commercial properties. Also, requested was the adoption of a policy to establish a minimum finished main floor elevation of 18” above top of curb for all new construction. The Committee discussed the objectives behind the policies. There

were questions about neighborhood drainage issues. Staff was directed to research options to further regulate drainage within residential neighborhoods.

Following discussion, a motion was made by Council Member Fagerlie, seconded by Council Member Plowman, and passed to recommend to the Council that it adopt as policy maximum driveway widths as follows: Residential – 24’ maximum through right-of-way and Commercial – 32’ maximum through right-of-way. Also, to adopt as policy a minimum finished main floor elevation of 18” above top of curb for all new construction.

Item No. 5 Old Business (For Information Only)

The Committee discussed the pending land release for airport property. Staff was asked to request from the FAA a status report on their review.

The Committee discussed the Erickson Building (downtown) and staff explained to the Committee what the owner is proposing to do. There is no firm schedule for code corrections and staff will monitor the situation to keep it moving forward.

Item No. 6 New Business (For Information Only)

Staff reports – Staff provided updates on the wye project and City involvement in negotiating a final agreement between the public partners and BNSF Railway. Also discussed were on-going issues with the FBO at the airport, including several instances of default under the FBO agreement. Staff was recommending that the agreement be terminated.

There being no further business to come before the Committee, the meeting was adjourned at 6:00 p.m. by Chair Fagerlie.

Respectfully submitted,

Bruce D. Peterson, AICP
Director of Planning and Development Services