

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, SEPTEMBER 11, 2013**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, September 11, 2013, at 7:00 p.m. at the MinnWest Technology Campus Conference Room.

\*\* Members Present: Mark Klema, Charles Oakes, Randy Czarnetzki, Scott Thaden, Gary Geiger, and Bob Poe.

\*\* Members Absent: Andrew Engan, Margaret Fleck, and Nick Davis.

\*\* Others Present: Megan DeSchepper- Planner.

2. MINUTES: The minutes of the August 28, 2013 meeting were approved as presented.

3. TWO UNITS IN AN R-1 WITH A CONDITIONAL USE PERMIT DISCUSSION: The Planning Commission reviewed and discussed other community's ordinances that allow two units in an R-1. They talked about the only way to regulate how the use functioned and looked like an R-1 (single family residential) property would be with conditions. The affirmative findings of fact would be made like any other conditional use permit.

They discussed the legality of having the conditional use permit sunset, or be for the applicant property owner only and terminate upon sale of the property. The Commission talked about college students, Stingers players, and room and board living arrangements that already likely occur in R-1. Mother-in-law apartments and multi-generational family living was discussed.

The Commission talked about specific minimum standards that would have to be met for a property in an R-1 to have two units. Only owner occupied homes would be allowed a second unit was one requirement they fettered out assuming it would be legal. They discussed one sample ordinances parking requirement that for homes in an R-1 with two units that they require 50% of the parking be within a garage. They considered the character of a single family home and not wanting the house to look like a duplex or twin home.

Mr. Thaden made a motion, seconded by Mr. Czarnetzki, for staff to draft ordinance language for a conditional use permit in the R-1 District for a two family dwelling containing the following stipulations to be reviewed and further discussed at the next meeting:

- A. The property must be owner occupied (with a sunset?).
- B. Two off-street parking spaces shall be provided per unit with not less than 50% provided in a garage.
- C. No more than two total dwelling units.

D. Maintain single family home character.

The motion carried with all voting aye except for Mr. Oakes voting nay.

4. There being no further business to come before the Commission, the meeting adjourned at 7:52 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Megan M. DeSchepper".

Megan M. DeSchepper, AICP  
Planner/Airport Manager