

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, SEPTEMBER 12, 2012**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, September 12, 2012, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

**\*\* Members Present:** Mark Klema, Andrew Engan, Gary Geiger, Scott Thaden, Nick Davis, Virgilio Aguirre, and Randy Czarnetzki.

**\*\* Members Absent:** Charlie Oakes, and Bob Poe.

**\*\* Others Present:** Bruce D. Peterson- Director of Planning & Development Services, and Megan M. Sauer- Planner/Airport Manager.

2. MINUTES: The minutes of the August 22, 2012 meeting were approved as submitted.

3. VALLEY VIEW COURT SECOND ADDITION FINAL PLAT- FILE NO. 12-4: Staff presented the final plat on behalf of the applicant Anjali Dahiya, Spicer, MN. The plat consists of a one lot split for twin home development on property described as: Lot 7, Block 1, Valley View Court First Addition (207 Valley View Dr. SE). The Planning Commission approved the conditional use permit planned unit development amendment at a previous meeting on the parcel designated for a single family home to a twin home. The utility easements have been added as requested by Municipal Utilities. The association architectural board approved the elevation drawings of the home and is working on changing the legal description in the articles.

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

The Commission talked about the proposed home fitting in and looking quite similar to the existing homes in the development.

Mr. Czarnetzki made a motion, seconded by Mr. Engan, to approve the final plat and forward it onto the City Council for approval.

The motion carried.

4. CBD EXPANSION REZONE AND PHASE I & II LAND RELEASE REZONE DISCUSSION: Staff presented the CBD (Central Business District) boundaries map depicting public input about Downtown boundaries from the Downtown Plan completed earlier this year. The Commission discussed the expansion of the Central Business District to allow more dense development and growth in the core portion of the community. They talked about which blocks to include and natural barriers/boundaries

such as 1<sup>st</sup> St. S. The CBD does not have off-street parking requirements and allows a zero foot setback line.

Mr. Thaden made a motion, seconded by Mr. Engan, to direct staff to commence the zoning amendment process for several blocks immediately adjacent to the current CBD south of Trott Ave. SW and west of 6<sup>th</sup> St. SW (full legal to be included in rezone documents).

The motion carried.

Next, staff presented the old airport land release phase map. As Phase 1 has already been released by the FAA that portion of land can be rezoned from G/I (Government Institutional) to I-1 (Limited Industry). And once Phase II is released, which is anticipated to occur soon, that property can be initiated for rezoning as well. The Planning Commission discussed Phase II parcel's rezoned to I-2 (General Industry).

The Commission discussed industrial park expansion plans and utility extensions.

Mr. Czarnetzki made a motion, seconded by Mr. Engan, to direct staff to begin preparing Ordinance documents for the rezoning process.

The motion carried.

5. MISCELLANY: Staff distributed a draft of the regulations for garage/rummage sales as suggested by the Commission at previous meetings. Staff will be conferring with the City Attorney to determine if the regulations would be in the Zoning Ordinance or Municipal Code. The Planning Commission talked about the exterior storage of sale items that are sometimes left in yards for days/weeks at a time between garage/rummage sales causing issues.

Mr. Davis made a motion, seconded by Mr. Geiger, to approve the draft wording and commence the Ordinance process with the following additional regulation:

- A. No exterior storage of sale items between consecutive sales shall be allowed.

The motion carried.

6. There being no further business to come before the Commission, the meeting adjourned at 7:59 p.m.

Respectfully submitted,



Megan M. Sauer, AICP  
Planner/Airport Manager

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**STAFF COMMENTS**

1. VALLEY VIEW COURT SECOND ADDITION FINAL PLAT- FILE NO. 12-4:

- The applicant is Anjali Dahiya, Spicer, MN.
- She is requesting final plat approval for a two lot replat of a lot for twin home development on property described as: Lot 7, Block 1, Valley View Court First Addition (207 Valley View Dr. SE).
- A conditional use permit amendment was approved by the Planning Commission on May 23, 2012, to allow the single lot to be split for twin home development.
- The applicant has submitted house plans to the home owners association and they did approve the architecture of the proposed home. The elevation drawings are similar to the other homes in the development.
- The utility easements were added as requested by MUC.
- The association is working on the changes to the articles/declarations to include the new legal description of the lots and will be furnished to the City prior to final plat signatures.

RECOMMENDATION: Approve the final plat and forward it onto the City Council for approval.