

CITY OF WILLMAR
PLANNING COMMISSION MEETING
6:30 P.M. ON WEDNESDAY, November 2nd, 2022 CONFERENCE ROOM #1
WILLMAR CITY HALL

Chair: Jonathan Marchand Vice Chair: Jeff Kimpling
Members: Cletus Frank, Steve Dresler, Stephanie Carlson, Stacy Holwerda, Jasmine Miller, and Kelsey Vosika

AGENDA

1. Meeting Called to Order
2. Minutes from the October 5th & October 19th meetings
3. Happy Halal Conditional Use Permit
4. Stadium View Addition Preliminary & Final Plat
5. Grocery Store Preliminary Plan Review
6. Miscellany
7. Adjourn

3. CLEAN CHICKENS/HAPPY HALAL PLAN REVIEW/CONDITIONAL USE PERMIT

- Happy Halal is in the process of executing their recently approved purchase agreement
- They are proposing a 3,500 sq ft processing facility
- This is under the 5,000 sq ft artisanal scale threshold set by the Planning Commission
- This will be a small livestock Halal facility that does not process birds
- This is relevant due to biohazards boundaries due to the proximity to Jenni-O
- The applicant is proposing to have 10 employees, so they will be required to have 13 parking stalls.
- This will need to be added to the site plan submitted for construction documents to be approved.
- The applicant is aware and accepting of this condition.
- Setbacks are met as presented

COMMENTS

Fire Chief Hanson: “No concerns at this point”

Police Chief Felt: No areas of concern that I can determine regarding this project from the law enforcement perspective. Traffic should be minimal and on roadways that are more than adequate for the traffic encountered.

WMU: I have reviewed the plans for this facility and WMU is ok with the normal 10-foot utility Easement. We have Electric available from the East side of 32nd Street SW.
Thanks

Engineering Comments

We have reviewed the concept plan documents submitted for the above referenced project 7/28/2022.

We have the following comments:

1. The applicant shall submit a grading plan for the review of the City of Willmar.
2. The applicant shall submit a stormwater management plan for the review of the City of Willmar.
3. The applicant shall submit a utility plan for the review of the City of Willmar.
4. The applicant shall submit a paving and striping plan for the review of the City of Willmar.
5. The applicant shall submit construction details for the review of the City of Willmar.
6. The applicant shall submit lighting and landscaping plans for the review of the City of Willmar.
7. A stormwater maintenance agreement will be required for any stormwater management features on the site.
8. The applicant shall obtain a work within city right-of-way permit prior to construction.
9. The applicant shall obtain a MPCA Construction Stormwater Permit and submit it to the City of Willmar prior to construction.
10. The applicant shall notify the City of Willmar a minimum of 48- hours prior to construction at the site for inspection purposes.
11. All Construction shall be in accordance with the City of Willmar Standards.

We recommend that the applicant submit construction plans based on the above-mentioned comments as well as comments provided by other city staff and the Willmar Municipal Utilities.

RECOMMENDATION:

Approve the small livestock halal processing plant with the conditions set forth by staff comments. 13 parking stalls, engineering comments, and the easement requested by the utilities.

5. STADIUM VIEW ADDITION PRELIMINARY PLAT MINOR SUBDIVISION

- The County is looking to subdivide a lot with existing buildings
- Total area to be platted is 7.33 Acres

- 4 lots & an outlot will be created

This will be a major subdivision

Comments:

Fire Chief Hanson:

No issues from the fire department side

Police Chief Felt:

No areas of concern noted from the WPD side on this.

WMU:

All buildings on the property have a water and fire service. The existing 8" water mains within the plat area are considered private as well as the hydrants.

Without knowing what the plan is going forward, I have little else to add at this time.

I have added a map of the existing water mains on the complex. (Map included in visuals)

6. PRELIMINARY GROCERY STORE PLAN REVIEW

- Jason Dowdy is requesting a plan review from the City for a proposed Grocery store at 1600 US 12
- This is an existing building.
- The grocery store would be a tenant in the building
- The Department of AG has reviewed and approved plans
- The Building official is working with the applicant on a proper layout and needed finish for the space
- They intend to have multiple coolers, refrigeration, and handling meat on site

Comments

None provided yet

7. MISCELLANY

8. ADJOURN