

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, MARCH 22, 2017**

MINUTES

1. The Willmar Planning Commission met on Wednesday, March 22, 2017, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

**** Members Present:** Steve Gardner, Bob Poe, Rolf Standfuss, Jeff Kimpling, Terry Sieck, Cletus Frank, and Jonathan Marchand.

**** Members Absent:** Terry VanVeldhuizen, and Margaret Fleck.

**** Others Present:** Bruce Peterson- Director Planning & Development Services, and Megan DeSchepper- Planner.

2. MINUTES: The February 22, 2017 minutes were approved as presented.
3. WELCOME TO NEW MEMBERS: The Commission welcomed Terry Sieck and Jonathan Marchand as new members of the Planning Commission. They thanked them for their interest and willingness to donate their time to the Community.
4. PLANNING COMMISSION OPERATIONS: Bruce Peterson, Director of Planning and Development Services, did a general presentation on the role of the Planning Commission. Mr. Peterson covered various Planning processes including land use Statutes, City Charter, Comprehensive Plans, Zoning Map, Zoning Ordinance, Plan Review, Conditional Use Permits/Findings of Fact, Subdivision Ordinance, Staff's Role and the Board of Zoning Appeals.

Mr. Gardner thanked Mr. Peterson for the information which he requested as there are so many new Commission members at this time.

5. TABLED- STREET VACATION WOODLAND AVE. NW AND PARK AVE NW- FILE NO. 17-01: Mr. Kimpling made a motion, seconded by Mr. Standfuss to take the matter off the table.

Staff comments were reviewed and discussed and some additional information was shared regarding the request (see Attachment A).

The Commission determined there were still some concerns and didn't want to discuss the matter without Fair Board and the Engineering folks present.

The motions were withdrawn.

6. MISCELLANY: Accessory Dwelling Unit discussion will continue at an upcoming meeting, staff asked everyone to review and be prepared to talk about the covenants portion of some community's requirements.
7. There being no further business to come before the Commission the meeting adjourned at 8:20 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager