

CITY OF WILLMAR
PLANNING COMMISSION MEETING
6:30 P.M. ON WEDNESDAY, JANUARY 04TH, 2023
CONFERENCE ROOM #1
WILLMAR CITY HALL

Chair: Jonathan Marchand

Vice Chair: Open

Members: Steve Dresler, Stephanie Carlson, Stacy Holwerda, Jasmine Miller, and Kelsey Vosika

AGENDA

1. Meeting Called to Order
2. Minutes from October 19th & December 7th meetings
3. Canceled Meetings
4. 22nd St SW Storage Units
5. Tevalan Rezoning
6. Miscellany
7. Adjourn

- 1. Meeting Called to Order**
- 2. Minutes from October 19th & December 7th meetings**
- 3. Meetings Canceled: November 16th & December 21st Meetings Canceled**
- 4. PLAN REVIEW 22ND ST SW STORAGE UNITS**

Overview:

- Andrew Gimse is requesting a plan review from the City for Storage Units located at 22nd St SW.
- This land is zoned General Industry
- Storage Units are an allowed use with a plan review
- 8 parking spaces plus a parking space for each employee will be required

Comments:

Fire Chief Hanson: If this is a fenced in property there will need to be an additional fire hydrant on the Northwest corner of the property.

Police Chief Felt: No areas of concern from WPD. The entrance and location along with building setback should be good for traffic flow and visibility.

WMU Water: There is a water main along 22nd ST SW that can be tapped for water service at the office unit if needed.

Electric: We have a 3 phase Overhead line that runs along 22nd St SW that we can tap off of with whatever they may need

Engineering: We have reviewed the concept plan documents submitted for the above referenced project via e-mail on 11/30/2022. We have the following comments:

1. The applicant should submit a concept plan for the remaining property west of the proposed storage units.
2. The applicant shall submit a grading plan for the review of the City of Willmar.
3. The applicant shall submit a stormwater management plan for the review of the City of Willmar.
4. The applicant shall submit a utility plan for the review of the City of Willmar.
5. The applicant shall submit a paving and striping plan for the review of the City of Willmar.
6. The applicant shall submit construction details for the review of the City of Willmar.
7. The applicant shall submit lighting and landscaping plans for the review of the City of Willmar.
8. A stormwater maintenance agreement will be required for any stormwater management features on the site.
9. The applicant shall obtain a work within city right-of-way permit prior to construction.
10. The applicant shall obtain a MPCA Construction Stormwater Permit and submit it to the City of Willmar prior to construction.
11. The applicant shall notify the City of Willmar a minimum of 48-hours prior to construction at the site for inspection purposes.
12. 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:

Staff recommends approval of the 22nd St Storage Units Plan Review with the conditions that the applicant comply with the recommended corrections from the Staff comments for final approval. The applicant must also submit a detailed site plan for review to be approved for a building permit.

5. PRELIMINARY TEVALAN REZONING

Overview:

- Fredy Tevalan is requesting a rezoning proposed for the lot located at 706 Litchfield Ave SE, Willmar MN.
- The current zoning is R-2 and Mr. Tevalan is requesting to change the zoning to GB (General Business)
- It is located in the lot a leadership, which use is allowed considering Ordinance 1060/1994 Section &, Nonconforming Structures/Uses, D, Continuation, The lawful use of nonconforming land uses and structures may be continued, subject to the terms and provisions of the Ordinance.
- As they were renewing the leadership license, and the use is not in accord with the current Ordinance, we recommended they need to proceed with rezoning the lot,
- Staff supports the rezone request for several reasons:
 - General Business is already present on this stretch of HWY 12
 - General Business is contiguous with this lot already
 - This lot has had numerous violations with exceeding car storage, and rezoning along with adding another lot will mitigate these concerns.

6. Miscellany

- a. New Vice Chair**
- b. Planning Commissioner Training**

7. Adjourn