

CITY OF WILLMAR  
PLANNING COMMISSION MEETING  
6:30 P.M. ON WEDNESDAY, APRIL 12<sup>th</sup>, 2023.  
CONFERENCE ROOM #1  
WILLMAR CITY HALL

Chair: Jonathan Marchand

Vice Chair: Kelsey Vosika

Members: Steve Dresler, Stephanie Carlson, Stacy Holwerda, Jasmine Miller, Yvon Fils-Aime, John Christianson and Christopher Buzzeo.

## **AGENDA**

1. Meeting Called to Order
2. Minutes from March 15<sup>st</sup> meeting
3. Farm-Rite - Plan Review
4. Zoning Text and Map Amendment
5. Miscellany
6. Adjourn

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- 1. Meeting Called to Order**
- 2. Minutes from March 15<sup>th</sup> meeting**
- 3. Farm-Rite - Plan Review**

## **Overview**

- Farm-Rite is requesting a plan review of a new building they intend to construct this spring.
- They intend to demolish the existing buildings and replace them with new construction.
- This property is zoned I-1, and located at 1515 Litchfield Ave SW.
- They are also working with the City on a joint stormwater project in conjunction with this project.

## **Staff Comments**

**WPD:** Willmar Police Department has no areas of concern.

**WMU** comments:

**Electrical:** They have no comments to add.

**Water:** They have reviewed and have questions/comments:

- They are assuming the 8” service will be for fire protection and a domestic service will be tapped off the 8” line.
- Minnesota DOT will require a permit to excavate within their right of way.
- There needs to be a review on the water use required for the updated property and sizing of appurtenances.
- This should be coordinated at the same time as the proposed changes to the electrical utility service are discussed with WMU.
- The planning for water service removal and permitting needs to be as early in this process as possible through the city permitting process.
- The existing service line will need to be removed out to the main and is the responsibility of the owner/developer.
- WMU requires to have all connections removed and capped at the tapped site.
- WMU will need to inspect the excavation for both the removal of the old service and install of the new service with scheduling coordinated with the water department 48 hours prior to start.
- Pressure testing and flushing will be coordinated with the WMU Water department, and a Bacteria test completed and passed from a certified laboratory at the owner/developer’s cost.

**Engineering:** They have reviewed the plans submitted for the above referenced project dated 3/10/2023. They have the following comments:

1. The applicant shall obtain all necessary permits associated with the project including but not limited to, MnDOT Work Within Right-of Way Permit, NPDES Construction Stormwater Permit. A copy of the approved permits shall be submitted prior to construction.
2. A legend, or notes describing all existing and proposed surface materials shall be included on the plan sheets. In addition, sheet C501 identifies erosion control measures, however, existing and proposed surfacing materials are omitted.
3. The applicant should consider the potential for drainage complications should the swale along the north side of the proposed building not be maintained.
4. The applicant shall obtain a Department of Labor and Industry (DOLI) permit prior to construction.
5. Clean-out spacings shall not exceed 75 feet.
6. 12 AWG Tracer wire, coated green, shall be installed on all sanitary sewer piping in accordance with MN Rural Water Standards.
7. 12 AWG Tracer wire, coated blue, shall be installed on all watermain and service piping in accordance with MN Rural Water Standards.
8. The applicant shall identify the proposed domestic service and associated components on the utility plan.
9. The applicant and or their contractor shall be responsible for hydrostatic and bacteria testing the proposed water services. Testing shall be coordinated with the Willmar Municipal Utilities Department.

10. The proposed wet sedimentation basin shall include a fore-bay.

11. The applicant shall execute a Stormwater Maintenance Agreement for the proposed wet sedimentation basin.

### **Staff Recommendation**

Staff recommends the approval of the plan review for Farm-Rite for the following reasons:

- This property is zoned I-1.
- Lot area minimum of 20,000 SF is met.
- Necessary setbacks on all sides are met.
  - Front: 40ft
  - Rear: 30ft
  - Side/Interior: 20ft
  - Side Street: 40ft
  
- Open Space: 20%
  - Working with the City to put in regional pond.
- Building Lot Coverage is 10% and complies with the 50% maximum.
- Wholesales is an approved use with plan review.
- Required Parking Spaces is 40
  - Staff intends to change the parking minimum. If the change is not approved, Farm-Rite will need a variance to under build parking.

#### **4. City Initiated Zoning Map Amendments & Text Amendments:**

1. The City of Willmar Planning and Development department is proposing changing the R4 zone on 2<sup>nd</sup> St SE from Olena Ave to Willmar Ave zone to zoning GB (General Business). (Map is attached)
  
2. The City of Willmar Planning and Development department is proposing changing the GB (General Business) zone to the new zoning GB-2 (General Business 2). All GB located south Willmar Avenue would be changed for GB-2. Attached we have a map, locating the new zoning GB-2 and the table of uses permitted in the new zoning, as the setbacks required.
  
3. The City of Willmar Planning and Development department is proposing a text amendment that would change parking minimums across Commercial, Industrial, and Multi-Family residential zones.

#### **5. Miscellany**

- a. Bee Ordinance
- b. New Commissioner

#### **6. Adjourn**