

CITY OF WILLMAR
PLANNING COMMISSION MEETING
6:30 P.M. ON WEDNESDAY, JULY 05th, 2023.
CONFERENCE ROOM #1
WILLMAR CITY HALL

Chair: Jonathan Marchand

Vice Chair: Kelsey Vosika

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

AGENDA

1. Meeting Called to Order
2. Minutes from June 21st meeting
3. Map and text amendment - changes on GB - General Business District and creating of GB-3 - General Business District 3 / Final
4. Les Schwab Tires Center, Subdivision - Final Plat
5. Daniel Tempel, Minor Subdivision - Final Plat
6. Pep's Bar and Restaurant - Plan Review - Final
7. Miscellany
8. Adjourn

1. MEETING CALLED TO ORDER

2. MINUTES FROM JUNE 21st MEETING

3. MAP AND TEXT AMENDMENT - CHANGES ON GB - GENERAL BUSINESS DISTRICT AND CREATION OF GB-3 - GENERAL BUSINESS DISTRICT 3, ADAPT SIGN ORDINANCE FOR NEW ZONING / FINAL / PUBLIC HEARING

This is a city-initiated Map and Text Zoning Amendment that changes uses for the General Business District. This change is part of the split of the General Business District in 3 different zonings: GB (General Business District), for smaller related business, located on 1st Street S, between Willmar Avenue and Hwy 12. The General Business District would keep in general retails, neighborhood businesses in a more walkable and neighbor environment, according to uses specified on the new uses table and new lot size and setbacks. GB-2 (General Business District 2) was already approved by this Planning Commission on 05-17 meeting. The changes have occurred in the General Business (GB) zoning located throughout the 1st Street S, south Willmar Ave. All uses from the GB will be permitted on GB-2 and new uses will be permitted. Lot size will be changed from 15,000 square feet to 25,000 square feet. The third zoning district created from the GB split is the GB-3 (General Business District 3). This zoning is a more industrial related business, located on areas that already have the tendency for industrial uses, but not as heavy as the one located in I-1 and I-3. This zoning is located

on certain portions of Hwy 12, close to industrial area and on north, throughout the Hwy 71. Map and Text to amend Ordinance 1060, Section 05 is attached to this Agenda as Visual. As a consequence, it is necessary to add new zoning GB-2, GB-3 and I-3 on Signs Ordinance 1060, Section 6.A.2 and 3, Section 6.D.2.c, Section 6.E.2.d, Section 6.F.2.f, Section 5.H.4 and Section 3.D.1.

4. LES SCHWAB TIRES CENTER, SUBDIVISION (23-02) – FINAL PLAT

Overview:

- On 05/01/2023 Trent Karel requested a minor subdivision to support developing the Les Schwab Tire Center building at 1st St S, parcel 95-504-0010.
- The land is being subdivided (minor subdivision) due to:
 - Result in less than 4 lots or parcels,
 - All utilities and easements are provided,
 - They comply with the design standards and minimum lot area and width
 - No new or changes to current street, utilities, easements, and
 - The plat does not abut or contain a wetland, lake, state, highway, county road or county-aid highway.
- Buildable area will be about 11,763 sq ft.
- The preliminary plat was presented to Planning Commission on 05/17/2023, with no comments.

Comments on Final Plat:

Fire Department: They are good at this point. (06/05/2023)

WPD: No areas of concern from the WPD aspect. (06/05/2023)

WMU Electrical: They are good to go with the electric service that's already in place and will put a quote together when they are ready for it for labor and materials, no other comments. (06/05/2023)

WMU Water: As this is just a plat and not construction, they have no comments. They need the easements on all property lines for the utilities. (06/05/2023)

Engineering:

Staff Recommendation: Staff recommends approve the minor subdivision. The plat provides all the requirements for the final plat approval.

5. DANIEL TEMPEL, MINOR SUBDIVISION (23-05) – FINAL PLAT

Overview:

- On 06/14/2023 Daniel Tempel requested to split a lot in two. It is a minor subdivision.
- Preliminary were overviewed by Planning Commission on 06/07/2023.
- The area is located on Parcel 95-914-2350, zoned General Business District.
- In the new lot they intend to build a three units storage building.

Comments on Final Plat:

Fire Department: No comments from the Fire Department. (06/15/2023)

WPD: No WPD concerns noted. (06/20/2023)

WMU Electric: I need to keep the easement we have existing and need to have 5 feet on each side of the new property line splitting the two lots. (06/14/2023)

WMU Water: Water service for 1300 HWY 12, 351 1#th ST SW, and 1309 all have water service located through the new lot. There would need to be provisions for those water services to exist on the new plat property or the services moved to exist on the correct lot for each at the property owner's expense. WMU does not allow the service line on to be located on adjacent properties by policy. (06/15/2023)

Engineering: They have reviewed the Preliminary and Final Plat which was submitted via e-mail 6/14/2023. They have the following comments:

1. Drainage and utility easements shall be provided around the perimeter of the proposed lots.
2. 14th Street SE should be dedicated on the plat.
3. The preliminary plat shall be signed by a Land Surveyor licensed in the State of Minnesota.
4. A gap appears to exist between the proposed plat and the plat to the south and should be verified.

They recommend that the Preliminary and Final Plat be approved contingent on the above-reference comments and other comments submitted by city staff, the Planning Commission, and the City Council. (06/27/2023)

Staff Recommendation: Staff recommends approve the minor subdivision. The plat provides all the requirements for the final plat approval. To construct current project applicant will need a variance or follow the setbacks.

6. PEP'S BAR AND RESTAURANT PLAN REVIEW (23-06) - FINAL

Overview:

- On 05/29/2023 Stephen Peppin requested a plan review to continue remodeling of interior to build out a kitchen and a bathroom for Bar and Restaurant use.
- The proposed building is located at 1600 11th Ave NE, Willmar and zoned as GB - General Business.
- Preliminary plan was presented with comments on 06/21/2023 Planning Commission Meeting.

Comments on Site Plan:

Fire Department: Until they have actual building plans, they have no concerns at this point (06/22/2023)

WPD: Nothing further from WPD on this. (06/22/2032)

WMU Electric: They are good to go with the current electrical service to the building, any changes to there service would be at the expense of the owner. (06/22/2023)

WMU Water: They have no comments for the building. The building has an existing water service and it is sized to accommodate the new theme. (06/22/2023)

Engineering: They have no comments since there is no work proposed exterior of the building.

Staff Recommendation: Staff recommends approve the Plan Review. The plat provides all the requirements for the final plan review approval.

7. Miscellaneous

8. Adjourn