

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, DECEMBER 2, 2020**

MINUTES

1. The Willmar Planning Commission met on Wednesday, December 2, 2020, at 7:06 p.m. virtually via GoTo Meeting.

** Members Present: Christina Nelson, Steve Gardner, Cletus Frank, Jonathan Marchand, Rolf Standfuss, and Stephanie Carlson.

** Members Absent: Khalif Ahmed Bashir, Jeff Kimpling, and Terry Sieck

** Others Present: Sarah Swedburg – Planner and Alex Rau – Planning Intern

2. MINUTES: Minutes of the November 4, 2020 meetings were approved as presented.

3. MEIJA DRIVE-THRU PLAN REVIEW– FILE NO 20-04: Staff presented the plan review for a drive-thru on behalf of Esteban Meija of Spicer, MN who is opening a new deli/grocery store (“La Manzanita”) on property described as follows: That part of Hamann’s Outlot lying Southerly of Trunk Highway 12 as presently constructed, excluding the part platted as Krupa Addition (1406 Highway 12 E). There will be no indoor seating, and the drive-thru window has existed for some time, as it was used by a previous business. Mr. Meija is only renovating the interior of the existing building; no additions are planned at this time.

Staff comments were reviewed and discussed (see Attachment A). The deli/grocery is approximately 3,993 square feet & 22 parking spaces are required.

Mr. Standfuss made a motion, seconded by Mr. Frank to approve the Plan Review as submitted with the following conditions:

- A. Onsite parking shall meet Zoning Ordinance standard or a variance shall be approved.
- B. The use shall meet all applicable local, state, and federal rules and regulations at all times.

The Planning Commission reviewed and made affirmative findings of fact as per Zoning Ordinance Section 9.E.3.a.1-7.

The motion carried.

5. MISCELLANY: Thank you to Commissioner Gardner & Commissioner Standfuss for their tenure on the Planning Commission. They have both served six full years and will complete their final term at the end of this month. Their dedication to the Commission has been greatly appreciated, & they will be missed.

6. There being no further business to come before the Commission, the meeting adjourned at 7:18 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sarah Swedburg".

Sarah Swedburg
Planner

PLANNING COMMISSION – DECEMBER 2, 2020

STAFF COMMENTS

1. MEIJA DRIVE-THRU PLAN REVIEW – FILE NO 20-04:

- The applicant is Esteban Meija of Spicer, MN.
- The applicant is requesting a plan review to allow a drive-thru for a new café/grocery store located on property described as follows: That part of Hamann's Outlot lying Southerly of Trunk Highway 12 as presently constructed, excluding the part platted as Krupa Addition (1406 Highway 12 E).
- The property is zoned GB (General Business).
- The use of the property as a café/grocery store is allowed outright.
- The site was most recently used as a gas station. However, a drive-thru was originally approved on this site when it was formerly a Burger King.
- No additions to the building are planned at this time. Indoor renovations are currently underway.
- Parking? Restaurant/Café space requires 1 parking space for every 40 square feet of dining & 1 parking space for every 80 square feet of kitchen space. Grocery store space requires 1 parking space for every 175 square feet of floor area.
- The site can be accessed via the Highway 12 frontage road.
- Signage approvals are ancillary from site plan review/approval.

RECOMMENDATION: Approve plan review with the following conditions:

- A. Onsite parking shall meet Zoning Ordinance standards or a variance shall be approved.
- B. The use shall meet all applicable local, state, and federal rules and regulations at all times.