

**CITY OF WILLMAR
PLANNING COMMISSION MEETING
6:30 P.M. ON WEDNESDAY, SEPTEMBER 21, 2022
CONFERENCE ROOM #1
WILLMAR CITY HALL**

Chair: Jonathan Marchand

Vice Chair: Jeff Kimpling

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

AGENDA

1. Meeting Called to Order
2. Minutes from September 7th, 2022 meeting
3. Clean Chickens/Happy Halal Purchase Agreement Review
4. Skylark Mall Rezone Application Review
5. Popeye's Plan Review Application
6. Willmar Municipal Utilities Water Treatment Plant
7. Miscellany
8. Adjourn

3. CLEAN CHICKENS/HAPPY HALAL PURCHASE AGREEMENT

- Clean Chickens approached the City about purchasing lots in the 4th addition of the industrial park for a small livestock Halal processing plant
- Clean Chickens worked with staff to address the concerns of Council concerning smell, utilities, and other potential nuisance possibilities
- The price of \$65,300.90 is the full price for the two listed parcels suggested by Council.
- This purchase agreement has come before the Planning Commission for review at a prior meeting.

RECOMMENDATION:

- ❖ Approve Clean Chickens Purchase Agreement. The Conditions for the small livestock Halal processing plant will be set forth in the CUP that will be filed with the County.

4. SKYLARK MALL REZONE APPLICATION

- Staff has made it a priority to dissolve the Shopping Center District
- The Planning Commission has made it a priority to dissolve the Shopping Center District
- Skylark Mall has long operated their establishment as a General Business operation.
- Changing to General Business will not negatively impact Skylark Mall or their tenants
- Staff and Planning Commission will soon work on a new General Business District that is retail intensive to allow for large scale retail

RECOMMENDATION:

- ❖ Approve the Rezone Application for Skylark Mall

5. POPEYE'S PLAN REVIEW APPLICATION

- Popeye's development team has been working with staff since early 2022
- They are proposing Popeye's restaurant with a drive through window. This is an allowed use with a plan review.
- The Popeye's development team worked with staff to come up with acceptable ingress/egress for the City and the developer. There are no full entries on the site.
- The proposed building is a modern take on the Popeye's design, and will be a nice building on a main intersection in town.
- This proposal will need a variance for their parking spaces. The project as proposed shows 14 parking spaces, but their square footage mandates 31 spaces be provided. Section 4.8.c.3 states "At least one space for each forty square feet of gross area, and one space for each eighty square feet of kitchen area." Proposed Kitchen area is 1,113 SF & Dining area is 673 SF.

COMMENTS

Fire Chief Hanson: “My only concern would be the narrow drivable roadway around the building. Other than that it looks good.”

Police Chief Felt: Thanks for the plan review. In looking at it, I don’t see anything that sticks out. The former Dairy Queen at that corner had some occasional issues with people going east that would have to cross the 3 lanes to get into that lot on Willmar Ave and tended to crash. I don’t see a way around it though and it wasn’t a daily issue.

WMU Comments: “I have the site plan for Willmar Ave and 1st ST. WMU has electric on the East property line and will need that easement for all future. We have asked for a 10-foot easement for all new developers for Utilities if possible.”

City Engineer Comments:

1. The applicant shall satisfy all Kandiyohi County Public Works Department requirements relative to County Highway 23.
2. The applicant shall obtain a work within right-of-way permit prior to construction.
3. The applicant shall be responsible for all costs associated with repairs to 1st Street and Willmar Avenue required because of construction.
4. The applicant shall submit a stormwater management plan for review by the City of Willmar.
5. The applicant shall submit erosion control plans for review by the City of Willmar.
6. Site erosion control Best Management Practices shall be inspected by the City of Willmar prior to any earthmoving activities at the site.
7. The applicant shall submit a grading plan for review by the City of Willmar.
8. The applicant shall submit utility plans for review by the City of Willmar.
9. The applicant shall submit construction details for review by the City of Willmar.
10. All pedestrian facilities shall be constructed in accordance with ADA and PROWAG standards.
11. Snow storage locations shall be identified on the Site Plan. Alternatively, if snow will not be stored on-site, a snow and ice management plan shall be submitted to the city for review.
12. The applicant shall notify the City of Willmar a minimum of 48- hours prior to construction at the site.
13. All construction shall be in accordance with the City of Willmar Standards.

We recommend that the applicant submit the above-required information for the review of the City of

Willmar prior to a building permit being issued for the site.

RECOMMENDATION

- ❖ Approve the Popeye’s plan review application upon the condition that they receive a variance for the location of their parking stalls and number of parking stalls.

6. WILLMAR MUNICIPAL UTILITIES (WMU) WATER TREATMENT PLANT

- WMU is in the process of planning a new addition to their old water treatment facility at their Lakeland Dr NE location.
- There are no parking requirements for WMU facility buildings.
- The current use is a WMU facility building.
- The project as presented complies with setbacks, lot size, and building dimensions.

COMMENTS

- Police Chief Felt: “No concerns from the WPD side on this one I can think of. Looks good!”
- Fire Chief Hanson: “I see no concerns from the FD side”
- WMU: N/A
- City Engineer: We have reviewed the plans submitted for the above referenced project. The plans have been prepared in accordance with the City of Willmar Standards. We recommend approval of the plans and that a building permit be issued for the improvements.

RECOMMENDATION:

7. MISCELLANY

- CUP
- Shoreland Ordinance

8. ADJOURN