

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, MARCH 23, 2016**

MINUTES

1. The Willmar Planning Commission met on Wednesday, March 23, 2016, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

** Members Present: Randy Czarnetzki, Gary Geiger, Aaron Larson, Rolf Standfuss, and Steve Gardner.

** Members Absent: Margaret Fleck, and Bob Poe.

** Others Present: Gary Laughlin, and Megan DeSchepper- Planner.

2. MINUTES: The March 9, 2016 minutes were approved as submitted.

3. MINNWEST TECHNOLOGY CAMPUS PLAN REVIEW SPEER MEDICAL TECHNOLOGIES- FILE NO. 16-01: Staff presented a plan review request on behalf of the MinnWest Technology Campus for Speer Medical Technologies on property legally described as follows: Unit 5, MinnWest Technology Campus CIC #40 a Planned Community (1700 Technology Dr. NE). Speer Medical Technologies is an R & D medical research company that is collaborating with other companies on campus and will be renting a 206 sq. ft. office space.

Planning Commission discussed what a good fit the use is to the campus as well as meeting the Technology Districts intent.

Mr. Standfuss made a motion, seconded by Mr. Larson, to approve the plan review with the following condition:

- A. The use shall conform to all applicable local, state, and federal laws 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.

4. MINNWEST TECHNOLOGY CAMPUS PLAN REVIEW OWENS & CO. REP PAYEE SERVICES- FILE NO. 16-02: Staff presented the plan review request on behalf of the MinnWest Technology Campus for Owens & Co. on property legally described as follows: Unit 16, MinnWest Technology Campus CIC #40 a Planned Community (1700 Technology Dr. NE). Owens & Co. provides payee services for individuals receiving social security. They also provide fiduciary services for Veterans.

The Commission talked about the fact that office uses are permitted the Technology District and this will be a good service for the community.

Mr. Gardner made a motion, seconded by Mr. Geiger, to approve the plan review with the following condition:

- A. The use shall conform to all applicable local, state, and federal laws and regulations at all times.

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

The motion carried.

- 5. ELECTRONIC SIGNS IN RESIDENTIAL AREAS DISCUSSION: Mr. Gardner made a motion, seconded by Mr. Standfuss, to take the matter off the table and open it up for discussion.

The motion carried.

Gary Laughlin, of Quick Signs Willmar, spoke about digital signs he installed in various communities in the area. He said the religious groups he's worked with have chosen to put the digital signs on timers to be good neighbors.

The Commission talked about limiting the time digital signs could be on in residentially zoned areas specifically for religious uses. Limiting the hours to 6 am to 10 pm would ensure adjacent residential properties wouldn't be affected.

The Commission directed staff to draft up an amendment ordinance for review at the next meeting.

- 6. DOWNTOWN DESIGN STANDARDS DISCUSSION CONTINUED: The Planning Commission further discussed the section on windows in the downtown design standards. Staff shared some possible wording changes. The Commission talked about the fact that they cannot control what is placed in the windows be it due to window treatments or product placement that would block view into the buildings.

Mr. Gardner made a motion, seconded by Mr. Standfuss, to set the draft Ordinance for a public hearing at the upcoming meeting.

The motion carried.

- 7. With no further business to come before the Commission the meeting adjourned at 7:35 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

NOTICE OF HEARING ON A REQUEST TO SUBDIVIDE PROPERTY

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, April 13, 2016, at 7:03 p.m. at the City Office Building (Conference Room #2 upstairs), 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a subdivision plat submitted by Erickson Land Co., Willmar, MN. Said plat is a replat subdivision of property described as: Lots 1 & 2, Block 1, Trentwood Estates, and part of NW ¼, Section 12, T 119, R 35 (Upper Trentwood Circle NE).

All property owners or residents living in the vicinity of the above described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

April 2, 2016

Date

Megan M. DeSchepper

Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficiente, por favor comuníquese con Maria al 235-0850 ext. 1100, de Heartland Community Action Agency.

Haddii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo Wac: Sahra Gure, West Central Interpreting Services, LLC (320)235-0165 ama (320)441-8555.

NOTICE OF HEARING FOR PROPOSED REZONING

Notice is hereby given that the Willmar Planning Commission will meet at the Willmar City Office Building (Conference Room #2 upstairs), 333 6th St. SW, Willmar, Minnesota, at 7:05 p.m. on Wednesday, April 13, 2016, to consider the application of Erickson Land Co. for a change in zoning from AG (Agricultural) to a portion GB (General Business) and a portion to R-2 (One and Two Family Residential) allowing development of two 10 unit assisted living facilities and vacant commercial lot on property legally described as follows: Lots 1 & 2, Block 1, Trentwood Estates, and part of NW ¼, Section 12, T 119, R 35 (Upper Trentwood Circle NE).

All property owners or residents living in the vicinity of the above-described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

April 2, 2016

Date

Megan M. DeSchepper

Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficiente, por favor comuníquese con Maria al 235-0850 ext. 1100, de Heartland Community Action Agency.

Haddii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo Wac: Sahra Gure, West Central Interpreting Services, LLC (320)235-0165 ama (320)441-8555.

**NOTICE OF HEARING ON A REQUEST FOR
A CONDITIONAL USE PERMIT**

Notice is hereby given that the City of Willmar Planning Commission will meet on Wednesday, April 13, 2016, at 7:07 p.m. at the City Office Building (Conference Room # 2 upstairs), 333 6th St. SW, Willmar, Minnesota, to conduct a public hearing to hear reasons for and against a conditional use permit requested by Erickson Land Co., Willmar, MN, to allow two 10 unit assisted living facilities on property legally described as follows: Lots 1 & 2, Block 1, Trentwood Estates, and part of NW ¼, Section 12, T 119, R 35 (Upper Trentwood Circle NE).

All property owners or residents living in the vicinity of the above-described property are hereby notified of the public hearing and that they may appear in person or be represented by counsel to be heard on this matter.

April 2, 2016
Date

Megan M. DeSchepper
Planner

Si Usted no lee inglés o si este aviso no contiene una explicación suficiente, por favor comuníquese con Maria al 235-0850 ext. 1100, de Heartland Community Action Agency.

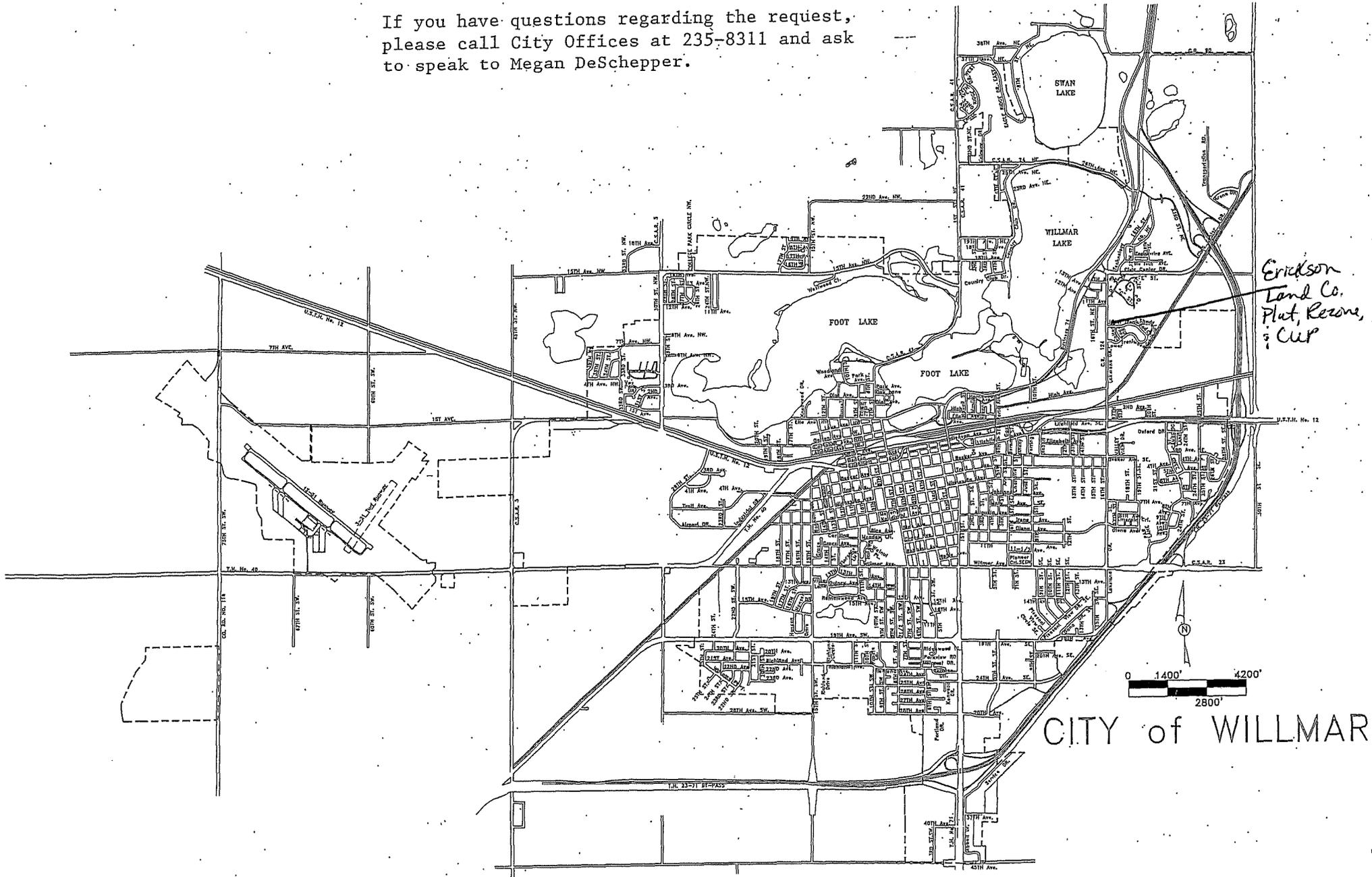
Haddii Aadan Akhriyi Karin Ama Aadan Fahmeeynin Ogeeysiiskan, Fadlan Soo Wac: Sahra Gure, West Central Interpreting Services, LLC (320)235-0165 ama (320)441-8555.

To approve a conditional use permit, the Planning Commission must make, where applicable, the following affirmative findings:

1. That the conditional use, with such conditions as the Commission shall determine and attach, conforms to the purpose and intent of this Ordinance, and is in conformity with the Comprehensive Land Use Plan of the City.
2. That there was no factual demonstration of a substantial/appreciable negative impact on values to properties in the neighborhood from the proposed conditional use.
3. The conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance to the community.
4. That the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district as zoned.
5. That adequate utilities, access roads, stormwater management, and other necessary facilities have been, or are being, provided.
6. That adequate measures have been, or will be, taken to provide ingress and egress in such a manner as to minimize traffic congestion and maximize public safety in the public streets.
7. The conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the surrounding area/neighborhood.

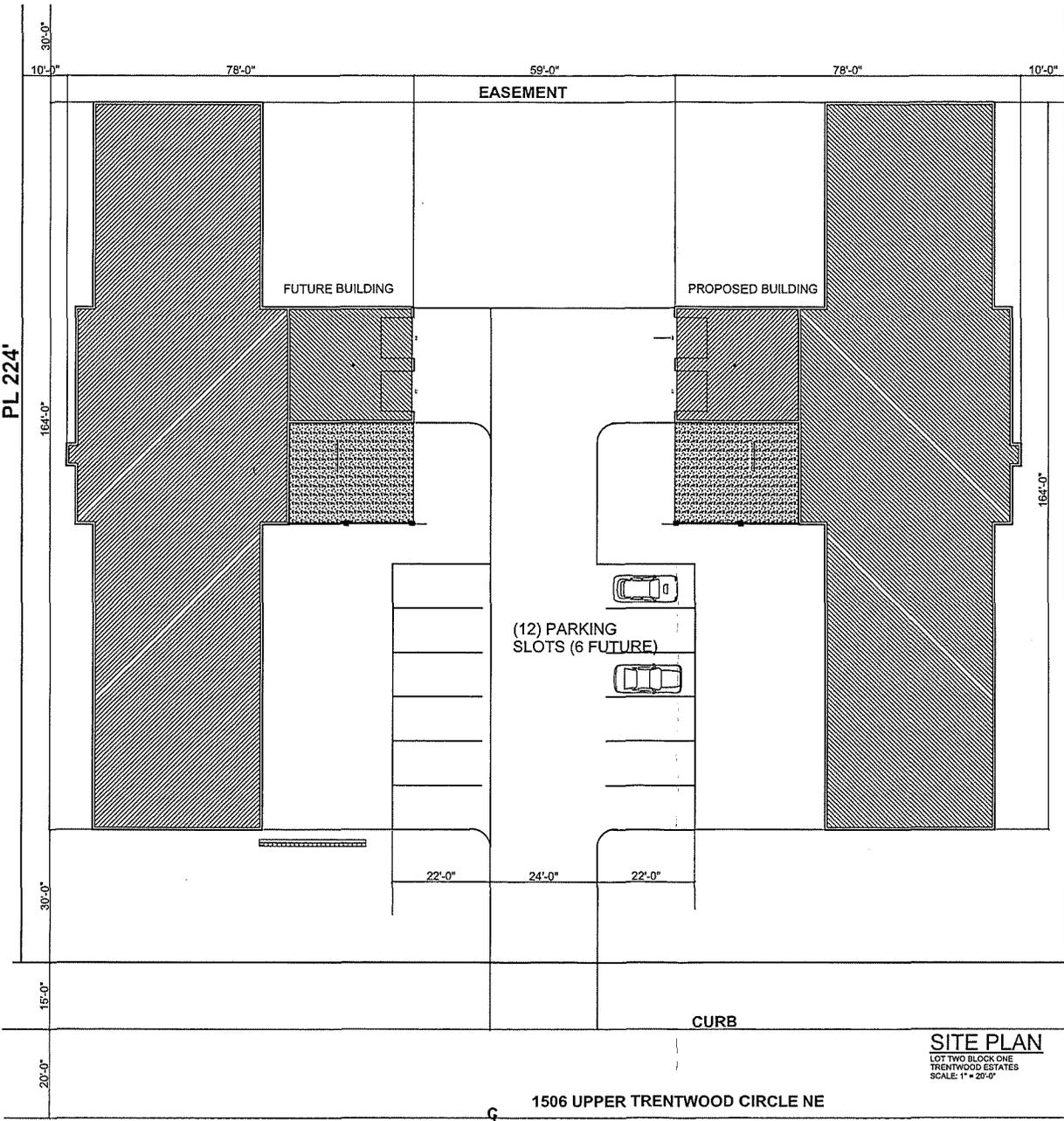
If you have any specific questions regarding the request, call City Offices at (320)235-8311 and ask to speak to Megan DeSchepper, City Planner.

If you have questions regarding the request,
please call City Offices at 235-8311 and ask
to speak to Megan DeSchepper.



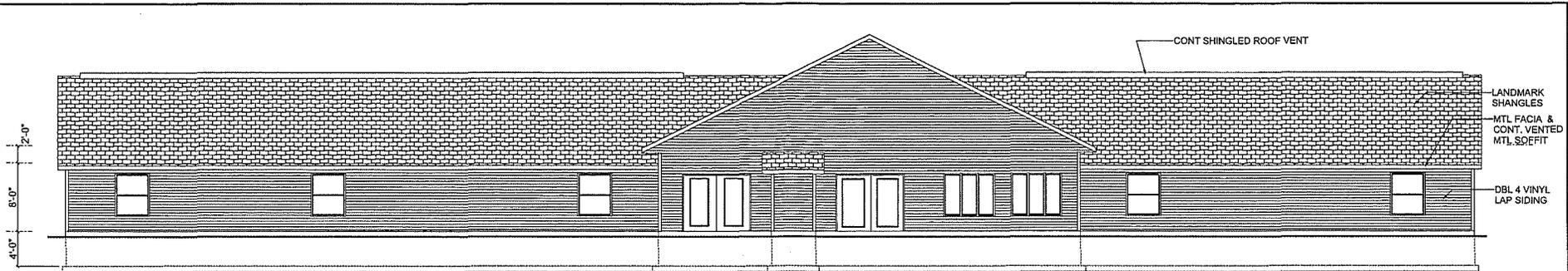
*Erickson
Land Co.
Plat, Rezone,
& CUP*

CITY of WILLMAR

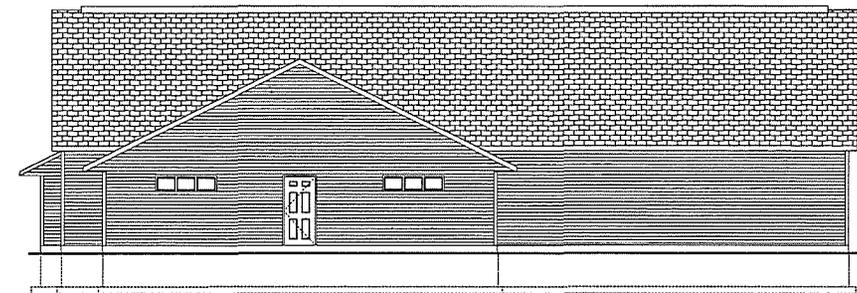


SITE PLAN
 LOT TWO BLOCK ONE
 TRENTWOOD ESTATES
 SCALE: 1" = 20'-0"

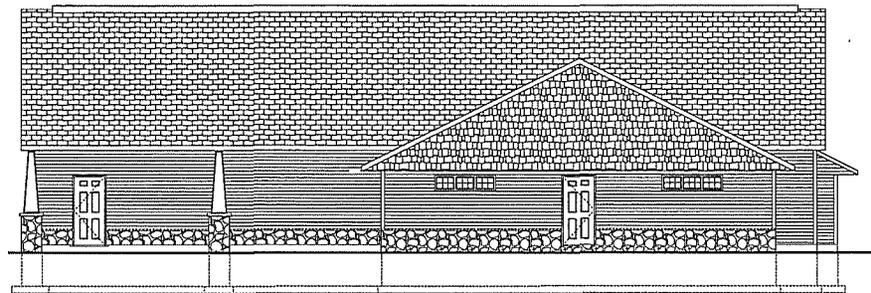
DATE



REAR ELEVATION
SCALE 1/8" = 1'-0"



LEFT ELEVATION
SCALE 1/8" = 1'-0"



RIGHT ELEVATION
SCALE 1/8" = 1'-0"



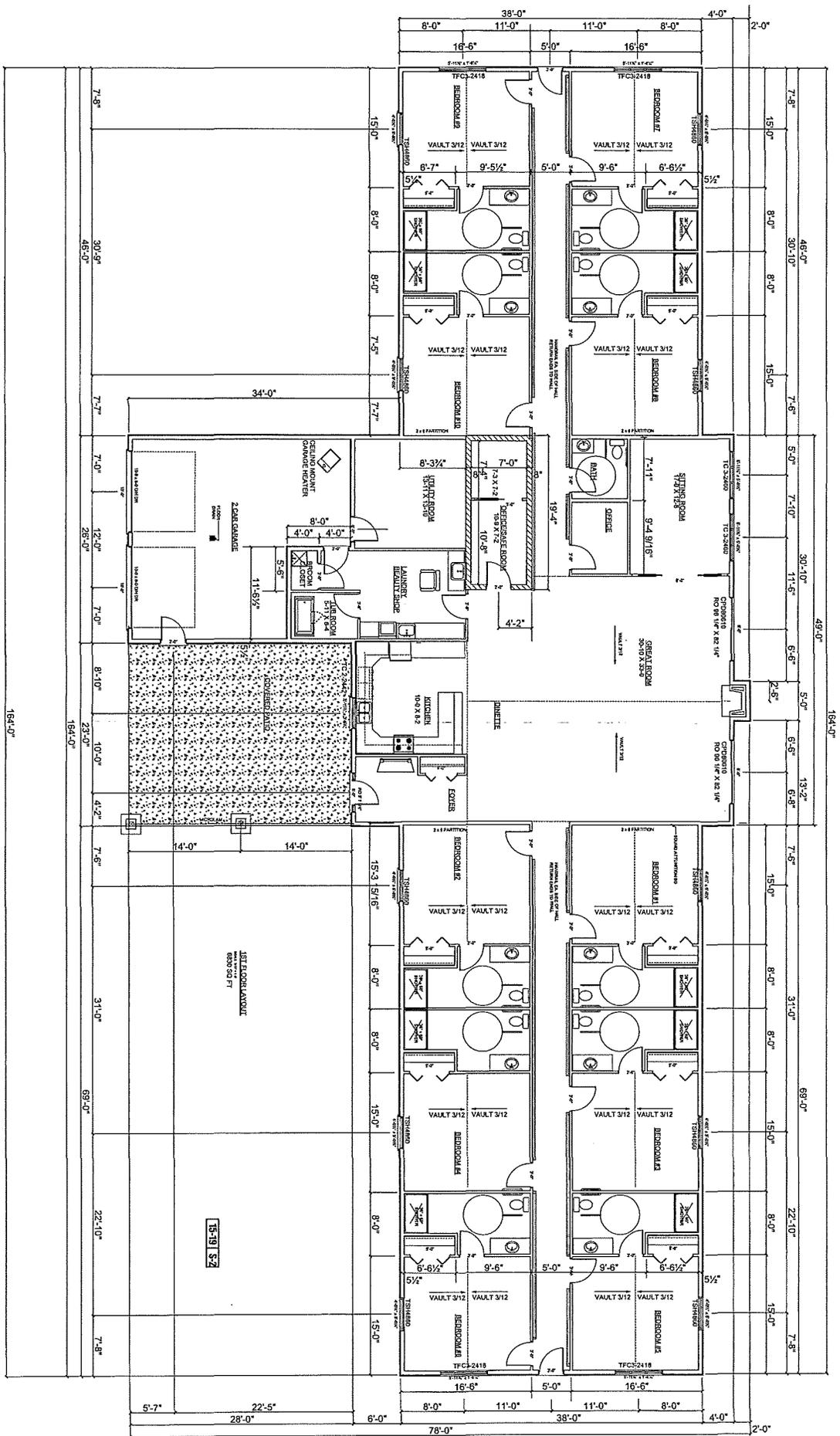
FRONT ELEVATION
SCALE 1/8" = 1'-0"

THESE PLANS FURNISHED BY MARY'S DRAFTING SERVICE WERE PREPARED BY DRAFTSMAN WHO ARE NOT FULLY QUALIFIED AS PROFESSIONAL ARCHITECTS OR ENGINEERS. MARY'S DRAFTING SERVICE, EXPRESSLY DISCLAIMS ANY LIABILITY WHATSOEVER FOR ERRORS OF ANY KIND WHICH MAY BE FOUND ON THESE PLANS.

PLANS PREPARED BY:
M ADVIS
D DRAFTING
S SERVICE
 PHONE: (320) 974-8002
 FAX: (320) 974-3039

Energy Concepts P.O. BOX 626, WILLMAR, MN 56201
 PHONE: (320) 235-9079

DATE	15-19	SHEET NO.	1 OF 4	DATE	FEB 16, 2016
DESIGNER		DRAWN		CHECKED	

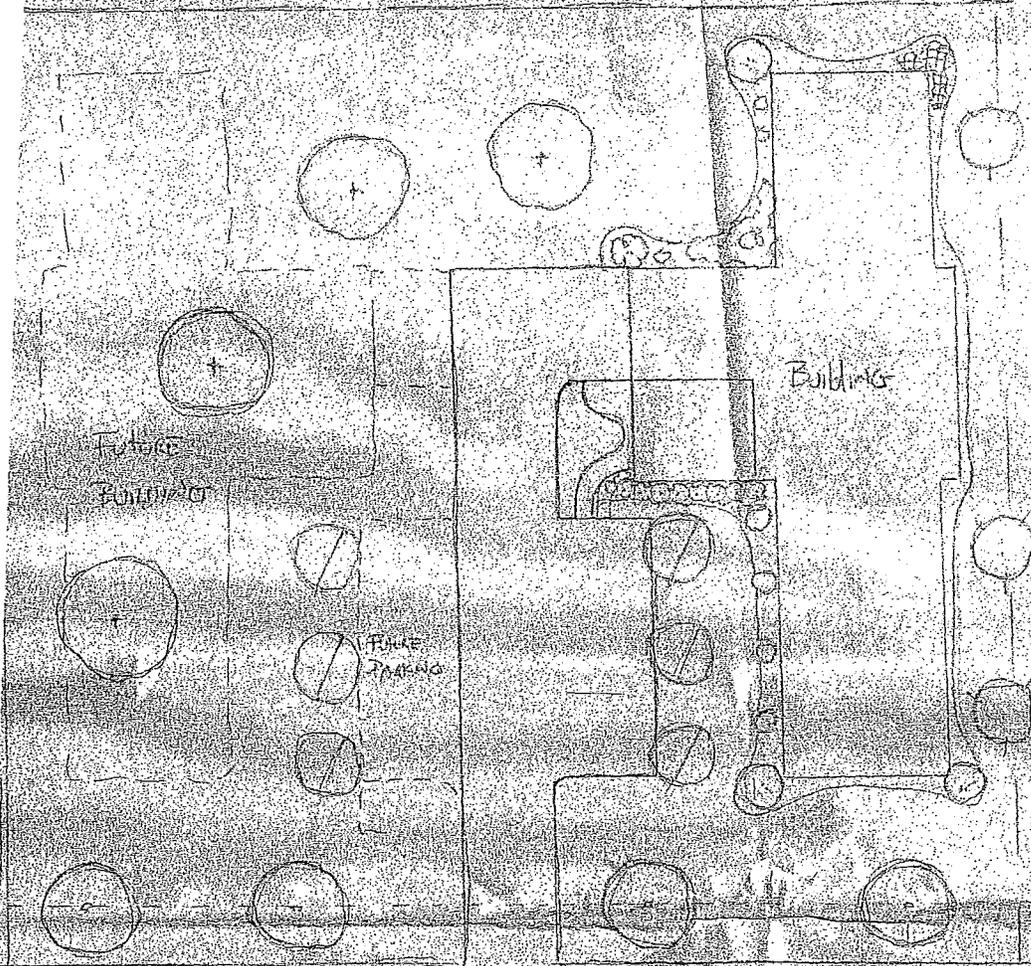


164'-0"

164'-0"

164'-0"

164'-0"



15360 PINE HILL ROAD, INDEPENDENCE, MO

PLANT LIST

- 1 - 1/2" HIGHEST
- 4 - 1/2" HIGHEST
- 6 - 1/2" HIGHEST
- 3 - 1/2" HIGHEST

- 1 - 1/2" HIGHEST
- 2 - 1/2" HIGHEST
- 3 - 1/2" HIGHEST
- 4 - 1/2" HIGHEST
- 5 - 1/2" HIGHEST
- 6 - 1/2" HIGHEST

iam L N

SCALE: 1/8" = 1'-0"

DATE: 11/11/11

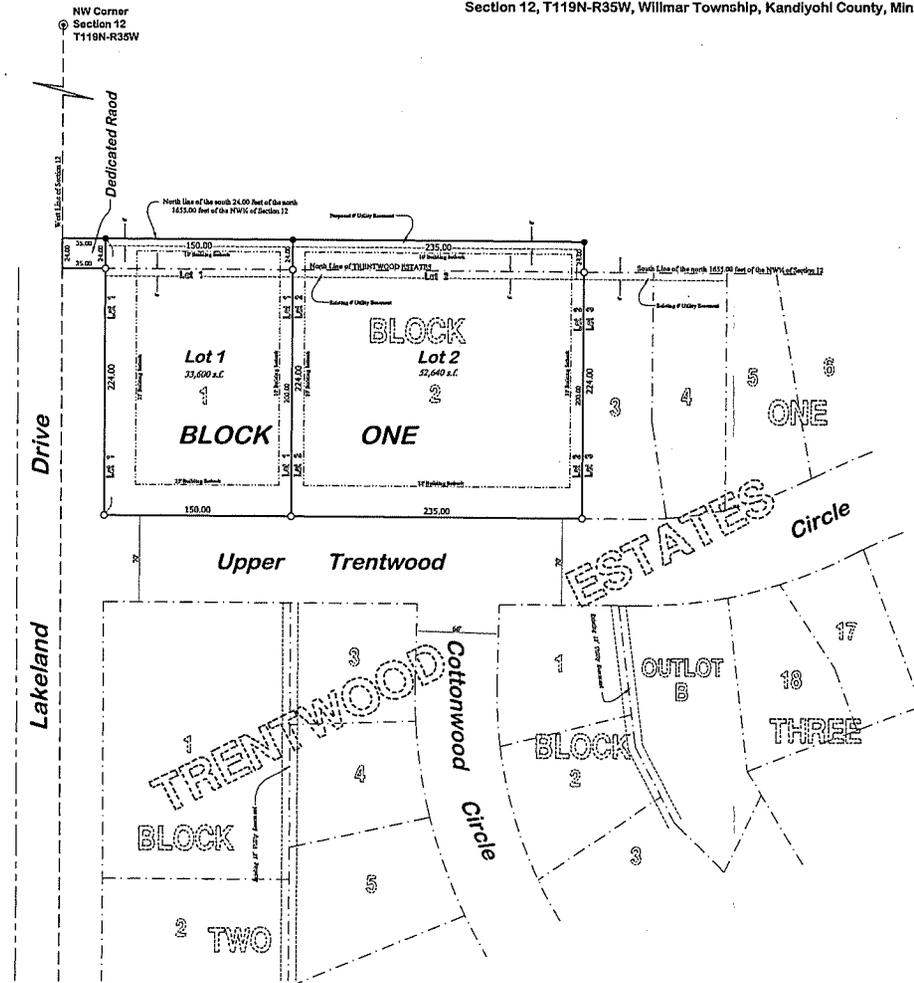
PROJECT: 15360 PINE HILL ROAD

2801

Landscape Plan

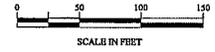
Preliminary Plat of: TRENTWOOD ESTATES THIRD ADDITION

Located in:
Lot 1 & Lot 2, Block One, TRENTWOOD ESTATES and also part of the NW¼
all in
Section 12, T119N-R35W, Willmar Township, Kandiyohi County, Minnesota



This drawing prepared by:
Bonnema Surveys Inc.
Professional Land Surveying
1809 12nd St SW - Suite 104
Willmar, MN 56201
Office (218) 231-2334
Fax (218) 231-2827

Requested by Warren Erickson
Erickson Land Company of Willmar



LEGEND

- Fixed Iron Monument from former survey
- Bonnema Surveys Placed Depressed Iron Monument
- ⊙ Cast Iron Monument

Currently Zoned - GB

Total Area Platted - 87,080 s.f.
(2.00 Acres)

500 foot tree planting easement is contiguous to all streets

Vicinity Map - Not to Scale
Kandiyohi County - Section 12
City of Willmar

