

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, MARCH 13, 2013**

MINUTES

1. The Willmar Planning Commission met on Wednesday, March 13, 2013, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

** Members Present: Mark Klema, Charles Oakes, Gary Geiger, Andrew Engan, and Randy Czarnetzki.

** Members Absent: Scott Thaden, Bob Poe, Nick Davis, and Virgilio Aguirre Jr.

** Others Present: Steve Salzer, Bruce D. Peterson- Planning and Development Services-Director, Megan Sauer- Planner.

2. MINUTES: The minutes of the February 13, 2013 meeting were approved as presented.

3. SUPERIOR STEEL PLAN REVIEW MINNWEST TECHNOLOGY CAMPUS- FILE NO. 13-04: Steve Salzer of MinnWest Technology Campus presented a request for plan review for Superior Steel to operate on property legally described as Unit 16, MinnWest Technology Campus, CIC #40 A Planned Community (1700 Technology Drive NE). The office previously operated in Spicer, and the company will be bringing 10 employees to operate out of the location. Superior Steel is a sales company for steel to fabricators etc.

The Commission talked about the office use fitting into the Technology District and campus well.

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

- A. The use shall meet all applicable, local, state, and federal laws and regulations.

The Planning Commission reviewed and made affirmative findings of fact in Zoning Ordinance Section 9.E.4.a.1-7.

The motion carried.

4. ONCE UPON A CARROT PLAN REVIEW MINNWEST TECHNOLOGY CAMPUS- FILE NO. 13-03: Steve Salzer of MinnWest Technology Campus presented a request for plan review of Once Upon a Carrot bakery to operate a bakery/coffee shop out of the existing old State Hospital bakery on property legally described as: Unit 16, MinnWest Technology Campus, CIC #40 A Planned Community (1700 Technology Drive NE). Mr. Salzer explained that Once Upon a Carrot does cakes for special events, as well as rolls and donuts etc. There is a rising machine, so the baker hopes to get into bread making

and buns as well. The one condition the campus placed on the business was to also sell coffee as a coffee shop has been a much requested business by other businesses operating at the campus.

The Planning Commission discussed that this is a good fit for the vacant bakery space and an in demand use to serve the other businesses on the campus.

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

B. The use shall meet all applicable, local, state, and federal laws and regulations.

The Planning Commission reviewed and made affirmative findings of fact in Zoning Ordinance Section 9.E.4.a.1-7.

The motion carried.

5. OLD AIRPORT LAND REZONE G/I TO I-1 AND I-2 FILE NO. 13-02: The public hearing opened at 7:15 p.m. Staff presented the zoning amendment initiated by the Planning Commission of the property planned for future industrial park development of the old airport property from G/I (Government/Institutional) to I-1 (Limited Industry) and I-2 (General Industry) on property legally described as: Lots 1-9, Block One, AND Outlot A, AND Lots 1-3 Block Two, ALL of Willmar Industrial Park Third Addition to I-1. AND Lot 1, Block Five, to I-2. AND That part of the W ½ of the W ½ Section 16, Part of Section 17, Township 119, Range 35 (for full legal see file at City Offices) to I-1. As the land has been released from the FAA and is now fully under City control the property can be sold off and developed.

The Planning Commission talked about this being a natural progression of the overall development plan for the area. Along with the Willmar Ave. SW street project that will take place this summer and subsequent closure of portions of old Hwy. 40. Phase 3 of the land release is nearing completion, the old terminal building/hangar is on the Historic Registry and mitigation is now commencing.

Mr. Oakes made a motion, seconded by Mr. Engan, to approve the rezone and forward it onto the city Council for a public hearing and Ordinance adoption.

The motion carried.

5. ZONING ORDINANCE UPDATE DISCUSSION CONTINUED SECTION 3: Staff had distributed a rough draft of Section 3 General Provisions at the previous meeting as well as other Communities provisions to review and discuss at this meeting. The Commission talked about accessory structures in residential districts, fencing materials, RV parking etc. Staff made note and will bring a revised copy at an upcoming meeting.

6. There being no further business to come before the Commission, the meeting adjourned at 8:27 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Megan M. Sauer".

Megan M. Sauer, AICP
Planner/Airport Manager

PLANNING COMMISSION-MARCH 13, 2013

STAFF COMMENTS

1. OLD AIRPORT LAND REZONE G/I TO I-1 AND I-2 FILE NO. 13-2:

- The rezone is initiated by the City Willmar Planning Commission, MN.
- The rezoning is for the former Airport land that has been released from the FAA and is ripe for industrial park expansion and development on property from G/I (Government/Institutional) to I-1 (Limited Industry) and I-2 (General Industry) on property legally described as: Lots 1-9, Block One, AND Outlot A, AND Lots 1-3 Block Two, ALL of Willmar Industrial Park Third Addition to I-1. **AND** Lot 1, Block Five, to I-2. **AND** That part of the W ½ of the W ½ Section 16, Part of Section 17, Township 119, Range 35 (for full legal see file at City Offices) to I-1.
- The surrounding properties are zoned I-1, I-2, G/I, AG, and P.
- Some of the property has already been platted into developable lots east of County Road 5, and another second plat will come before the Commission in the future for a proposed plat of lots west of County Road 5.

RECOMMENDATION: Approve the rezone and forward it onto the City Council for a public hearing and Ordinance adoption.