

**COMMUNITY DEVELOPMENT COMMITTEE
CITY OF WILLMAR, MINNESOTA
THURSDAY, APRIL 12, 2012**

MINUTES

The Community Development Committee of the Willmar City Council met on Thursday, April 12, 2012, in Conference Room No.1 at the City Office Building. Chair Dokken called the meeting to order at 4:45pm.

Present:

Jim Dokken	Chair
Steve Ahmann	Council Member
Bruce DeBlieck	Council Member
Ron Christianson	Council Member
Bruce Peterson	Director of Planning and Development Services
Charlene Stevens	City Administrator

Others present: Mayor – Frank Yanish, John Sullivan, Laura Becker

1. PUBLIC COMMENTS (FOR INFORMATION ONLY)

There were no public comments offered at this meeting.

2. LAND USE HEARING NOTIFICATION REQUIREMENTS & HEARING PROCEDURES (FOR INFORMATION ONLY)

Staff reviewed with the Committee the procedures for land use applications, public notification, hearing conduct and expectations, project review and findings of fact, and the role of the Planning Commission and City Council (see Attachment A). The Committee discussed the following matters relating to the land use review process:

- Repetitive testimony
- Offering written testimony
- Recording hearings (not required, minutes are the official record)
- Notification requirements
- Level of Council authority in the land use review process
- Opportunities for Planning Commissioner training

Following discussion, it was a consensus of the Committee that they had a much better understanding of the process for reviewing land use applications, including the roles of the Planning Commission and Council in making land use decisions.

3. There being no further business to come before the Committee, the meeting adjourned at 5:45pm.

Respectfully submitted,

Bruce D. Peterson, AICP
Director of Planning and Development Service