

**COMMUNITY DEVELOPMENT COMMITTEE
CITY OF WILLMAR, MINNESOTA
THURSDAY, MAY 17, 2012**

MINUTES

The Community Development Committee of the Willmar City Council met on Thursday, May 17, 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
Megan Sauer	Planner/Airport Manager
Kevin Halliday	Clerk/Treasurer
Charlene Stevens	City Administrator

Others present: Steve Renquist – Economic Development, David Little – West Central Tribune, Mayor Frank Yanish, Tim Johnson – Council Member.

1. PUBLIC COMMENTS (FOR INFORMATION ONLY)

There were no public comments offered at this meeting.

2. LAKELAND HOTEL SALES HISTORY (FOR INFORMATION ONLY)

City Administrator Stevens reviewed the history of the Lakeland Hotel owners. The current appraised value of the property is \$449,000 with \$12,000 annual property tax (\$2,900 city share). This project fits into the downtown comprehensive plan and could cause positive momentum for future downtown development. The Committee discussed the difference between Section 8 housing and affordable housing. The redevelopment of the Lakeland Hotel is estimated at \$3 million, which will be paid for with private money. An abatement hearing is scheduled for June 4th for a 15 year abatement request.

3. BUILDING INSPECTION SERVICE AGREEMENT (FOR INFORMATION ONLY)

City Administrator Stevens proposed entering into a Building Inspector Services agreement with Kandiyohi County due to a retirement at the County Offices. City staff would offer up to eight hours per week of inspection or plan review, initially two – four hour morning sessions. Field inspections would be restricted to Willmar/Dovre/St. John's Townships. The agreement calls for an hourly rate for inspections of \$47.50 plus I.R.S. mileage costs. The Committee directed Ms. Stevens to proceed with the agreement.

4. ISLAMIC SOCIETY CONDITIONAL USE PERMIT REQUIREMENTS (FOR INFORMATION ONLY)

City Planner Sauer reviewed the progress to-date with the status of the Islamic Society purchase of the Lafayette School property. The parking plan has been approved by Public Works Director Holly Wilson, and construction has begun. Council member Christenson asked why sprinkling of the building is required as it wasn't needed when the facility was used as a daycare. Sauer informed the Committee that it was due to an occupancy change. Additional clarity was requested in the findings between exterior and interior amplified noise.

5. PLANNING AND ZONING DISCRETION PYRAMID (FOR INFORMATION ONLY)

The Planning Commission chair attended a Government Training Service Planning Seminar and remitted the "Planning and Zoning Discretion pyramid". The Committee discussed the various aspects of the pyramid. Council member Dokken asked what special training is available for various boards and Planning Commission members. Sauer informed the Committee of the citizen planner handbook and discussed limited funding which allows only a couple of commissioners to attend a planning session.

6. DOWNTOWN TRASH COLLECTION ISSUES (FOR INFORMATION ONLY)

The Committee discussed an overflowing trash container in an alley in the downtown area. The business utilizes a private company with regular pick-up but occasionally exceeds the container limit. Staff acknowledged similar incidents throughout Willmar at rental complexes and residential areas. Council member Dokken suggested installing cameras in problematic areas and the need for consistent enforcement.

7. MISCELLANY

Council member Ahmann inquired about some flooding issues around a piece of equipment at the Airport. Staff explained the localizer equipment cabinet is often surrounded by water. The FAA is concerned about their expensive equipment being damaged. Staff has been aware of the issue, however the tile outlet is higher than the area being flooded, and the easy fix of discharging to the ditch is not feasible due to agreements with the abutting property owner to not increase the ditch water. Staff had requested funding for tiling improvements for 2012 and was not funded; they have requested it again for 2013. Chair Dokken suggested discussing the matter further at the Airport Commission meeting.

- 8.** There being no further business to come before the Committee, the meeting adjourned at 5:47pm.

Respectfully Submitted,

Kevin Halliday
City Clerk/Treasurer