

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, MARCH 11, 2009**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, March 11, 2009, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

\*\* Members Present: Andrew Bjur, Fernando Alvarado, Carol Laumer, Wayne Stoneberg, Bob Mathiasen, and Mark Klema.

\*\* Members Absent: Ranae Rahn, Charles Oakes, and Paul Borgerding.

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

2. MINUTES: The minutes of the February 11, 2009 meeting were approved as presented.
3. LANDSCAPE ORDINANCE AMENDMENT FILE NO. 09-02: The public hearing opened at 7:01 p.m. Staff explained that this Ordinance contains all the past discussions additions and deletions etc. and requires a public hearing at the Planning Commission before it can be forwarded to the City Council for a public hearing. No one appeared to speak for or against the request, and the hearing was closed at 7:02 p.m.

The Commission talked about the 10% devotion to green space for each property and whether that would be more encumbering for a smaller piece of property. Staff explained that with setbacks a lot of the green space/landscaped areas are already covered in that setback area.

Staff noted that the Central Business District is listed in the districts that would require landscaping; however that would be quite difficult as the setbacks in said district are zero. The Commission requested that District be removed from the requirements.

Ms. Laumer made a motion, seconded by Mr. Klema, to approve the Landscape Ordinance Amendment and forward it onto the Council for a public hearing and adoption.

The motion carried.

4. COMPREHENSIVE PLAN UPDATE: Staff shared the list of chapters, what is included in each one, what was completed, and the short list of items that need to be finished prior to the full draft review by the Planning Commission. A tentative date of April 1, 2009 is set for the initial review.
5. CASH WISE PHARMACY PLAN REVIEW-FILE NO. 09-01: Staff presented the site plan drawings for the already installed pharmacy drive up on property described as: Lot

1, Block 1, Gesch Acres (1300 5<sup>th</sup> St. SE). The drive up has a call box and a prescription tube for parcel transferring to and from the pharmacy. There is stacking room for four vehicles, and the canopy area has been used for parcel pickup in the past. The Planning Commission discussed on site signage stripping etc. that may need to be improved for better customer service.

The Commission reviewed and discussed staff comments (see Attachment A).

Mr. Mathiasen made a motion, seconded by Mr. Stoneberg, to approve the plan review with the following conditions:

- A. On site striping shall be improved for vehicle way finding.
- B. The use shall meet all applicable local, state, and federal laws and regulations at all times.

The Commission made the following affirmative findings of fact:

- 1. The project for the plan review, with such conditions as the Commission shall determine and attach, conform to the purpose and intent of the Zoning Ordinance, and is in conformity with the comprehensive plan as the drive through use is permitted in a GB District with plan review and the area is set for commercial purposes in the Comprehensive Plan land use map.
- 2. There was no factual demonstration of a substantial/appreciable negative impact on values or properties in the neighborhoods from the proposed conditional use as no tax information for or against the request was submitted for review.
- 3. The project for the plan review will not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance to the community as the area is already fully developed and no special features are present.
- 4. The project for the plan review will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district as zoned because the area is already fully developed and this drive up will not hinder any development potential.
- 5. Adequate utilities, access roads, stormwater management, and other necessary facilities have been, or are being, provided as the site is pre-existing and this is just a minor alteration to an already existing parcel pickup.
- 6. Adequate measures have been taken to provide ingress and egress in such a manner as to minimize traffic congestion and maximize public safety in the public streets as all traffic flows and patterns are already existing and the drive up is on private property.
- 7. The project for the plan review 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 as a drive up is in keeping with the commercial shopping area.

The motion carried, with Ms. Laumer and Mr. Alvarado voting no.

- 6. MISCELLANY: The Commission talked about requiring sidewalks/paths in new subdivisions, staff commented that after the Comprehensive Plan is completed the

Subdivision Ordinance will be updated. Staff will research what other communities require for sidewalks/paths.

7. There being no further business to come before the Commission, the meeting adjourned at 8:11 p.m.

Respectfully submitted,

Megan M. Sauer  
Planner