



TO: Mayor Shaun Simpa
Members of the City Council

FROM: Luke Tillema

DATE: April 18, 2022

SUBJECT: BUILDING RELOCATION REQUEST TO 5325 ZAHARIA DR SE

I. RECOMMENDED ACTION

It is recommended the Council approve the relocation of the detached garage from 406 31st Ave SE Lot 101, Minot ND, 58701 also known as Interchange 6th Addn Lot 1 Block 2 and Lot 20 Interchange 7th Addn, to 5325 Zaharia Dr SE, Minot, ND 58701, also known as Kopper Sunrise 2nd Addition Lot 7 Block 1, subject to the following conditions:

1. A ten-thousand dollar completion bond must be posted with the City of Minot prior to issuance of any permits for this work.
2. An approved approach permit assigned to 4900 30th Ave SE issued by Nedrose Township.
3. Application and approval of mechanical, electrical, plumbing, building permits for all new proposed construction.
4. Coordinate all relocation activities with public utilities and traffic authorities.
5. An approved foundation design in compliance with City of Minot building codes.
6. If required: plumbing, electrical and HVAC systems must be brought into compliance with current code requirements of the City of Minot.
7. All work at the new location must be in compliance with City of Minot building codes and zoning ordinances.
8. The exterior of the structure must be one consistent color arrangement of colors after relocation.
9. The property must be provided with proper site drainage, and must be landscaped in a manner similar to surrounding properties.

II. DEPARTMENT CONTACT PERSONS

Luke Tillema, Building Official	857-4102
Mike Murphy, Residential Inspector	857-4102
Sheila Maragos, Property Appraiser	857-4160

III. DESCRIPTION

A. Background:

The area that is under consideration for the moving application is 5325 Zaharia Dr. SE Minot. The property is surrounded by similar single-family dwellings as well as single story manufactured homes, with similar, detached or attached garages. The immediate area also contains numerous vacant lots. The homeowner stated that the 528 SF detached garage to be moved is to be placed on a pre-constructed concrete slab. The Inspection Department has received application for building permit for the foundation for this building and is ready to issue, pending Council approval.

IV. IMPACT:

A. Strategic Impact:

No impact.

B. Service/Delivery Impact:

No impact.

C. Fiscal Impact:

No fiscal impact

V. ALTERNATIVES

No alternatives are applicable

VI. TIME CONSTRAINTS

All work must begin within 30 days of issuance of moving and building permits and completed within ten months of start date and generally in accordance with the following schedule:

1. Foundation complete within two months.
2. Structure relocated within four months
3. Work required for code compliance completed within six months
4. All proposed construction and final clean up completed within ten months.
5. City of Minot Zoning Ordinance, Section 23-1 states:

“All off-street parking spaces and all driveways on private property leading to such parking areas shall be all-weather hard surface material. Acceptable surfacing materials include asphalt, concrete, brick, cement pavers or similar materials installed and maintained according to industry standards.”

VII. LIST OF ATTACHMENTS

- A. Application for Moving a Residential Building, pictures, and site plan.
- B. Letter to homeowners within 150 feet.
- C. Letter to applicant.
- D. Map showing properties affected
- E. Inspectors reports
- F. Assessors report