

*This document serves two purposes: 1) To provide a summary of the Planning Commission meeting and associated recommendations to City Council; and 2) To act as the Planning Commission minutes of the meeting. The minutes of the Planning Commission meeting are generally adopted at the following Planning Commission with or without changes.*

**Regular Meeting:** Planning Commission.

**Location:** City Hall, Council Chambers, 10 3<sup>rd</sup> Avenue SW., City of Minot, N.D.

**Meeting Called to Order:** Tuesday, March 5, 2024 @ 5:30 pm.

**Presiding Official:** Chairman Offerdahl.

**Members in Attendance:** Commissioners Offerdahl, Baumann, Dohms, Iverson, Kibler, Johnson, Pontenila.

**Members Absent:** Commissioners Faken, Gates, Longtin.

**City Staff Present:** Brian Billingsley (Community Development Director), Doug Diedrichsen (Principal Planner), Nick Schmitz (Assistant City Attorney), Emily Huettl (Assistant City Engineer), Daniel Falconer (Associate Planner) and Hannah Hornberger (C.D. Admin Clerk)

**Others Present:**

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**The following are the minutes of the Planning Commission meeting. The minutes are in DRAFT form until formally adopted by the Planning Commission:**

**Meeting Called to Order by Chairman Offerdahl at 5:30 pm**

**Item #1: Roll Call**

**Item #2: Pledge of Allegiance**

**Item #3: Intro & Decorum**

**Item #4: Approval of Minutes**

Motion by Commissioner Kibler to approve the February 6th, 2024 Planning Commission Meeting Minutes. Second by Commissioner Dohms and carried by the following roll call vote: ayes: all, nays: none.

**Motion carries.**

**Item #5: 2024-01-05: Preliminary Major Plat – Gold Nugget 7<sup>th</sup> Addition**

Public hearing request by Abraham Anderson on behalf of the property owner Magic City MHL LLC, property owner for a preliminary plat to consolidate four outlots and an unplatted portion of land into two lots. The proposed subdivision is to be named Gold Nugget 7<sup>th</sup> Addition, being a replat of Outlot 5, Outlot 16, Outlot 25, Outlot 26 and an unplatted portion of the S 1/2 NE 1/4 NW 1/4 Less the East 33' for Street and 1/2 adjacent Vacated 13<sup>th</sup> Ave. SE, Section 29, Township 155 N, Range 82 W of the Fifth Principal Meridian, to the City of Minot, County of Ward, State of North Dakota.

The properties include 1305 31<sup>st</sup> Street SE, and two unaddressed proposed flood buy out properties south of 1305 31st Street SE and one unaddressed property (Outlot 5) northwest of 1305 31st Street SE.

Chairman Offerdahl asked for staff report to which Mr. Diedrichsen provided a verbal summary of the written staff report. Mr. Diedrichsen provided an aerial view of the property as well as the current zoning of the property, C2 General/Commercial & MH Mobile Home District. Legal nonconforming. Future Land Use would have to conform to existing underlying zoning. The subject property is designated as "Manufactured Home Community" and "Ag and Open Space" as in our Future Land Use plan. Mr. Diedrichsen then showed site photos of the current property, which is a mobile home park facing northwest and road south. Southwest is the river bank and flood plain in the area. Mr. Diedrichsen stated staff recommends Planning Commission adopts staff finding facts and recommends approval.

Commissioner Kibler asked if the multiple designations would be turned into one designation. Mr. Diedrichsen informed Commissioner Kibler that Lot 2 would be designated C2 primarily, Lot 1 would be designated flood. It is apart of future flood buyout property and the owner has discovered which area would be under flood control and is separating that out.

**PUBLIC HEARING:**

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

**FINDINGS OF FACT:**

The Minot Planning Commission should accept the following findings of facts:

- 1) The applicants have submitted a complete application.
- 2) The property is zoned "C2" General Commercial District on the Official Zoning Map and has a "Manufactured Home Park" and "Ag and Open Space" designation on the Future Land Use Map of the 2040 Comprehensive Plan.
- 3) The applicant's request is consistent with the bulk requirements of Chapter 2.14 – "C2" General Commercial District of the Land Development Ordinance of the City of Minot (LDO).
- 4) The applicable sections of Chapter 10.3 related to subdivision design are satisfied.
- 5) The Minot Planning Commission has the authority to recommend approval, with or without conditions, or recommend denial of the Major Subdivision Preliminary Plat. The public notice requirements were met, the hearing was legally noticed and posted, and the hearing was held and conducted under the requirements of North Dakota Century Code and Minot City ordinances.

**STAFF RECOMMENDATION:**

Staff recommends the Planning Commission adopt staff findings of fact and recommend City Council approve the Major Subdivision Preliminary Plat for Gold Nugget 7th Addition.

**FINAL DECISION:**

Motion made by Commissioner Dohms based on staff's finding of fact and recommendation. Second by Commissioner Kibler. The motion was carried by the following vote: ayes: 7, nays: 0. **Motion carries.**

**Item #6: Other Business**

Mr. Falconer presenting parking minimums presentation. Minot is already “below average” for parking. Minot is a very car dominated city. Downtown Minot currently has no minimum parking requirements.

Commissioner Kibler stated he’s spoke with several people about parking in Minot and has gotten mixed responses. Mr. Billingsley stated that we are currently working with a company that will build on top of one of the parking ramps downtown. The ramp in the Renaissance Zone is still looking to have someone come in and build on top of that as well. Mr. Falconer suggests we start to get the ball over the hill and start the process. Mr. Falconer informs everyone that this conversation is just to decide what to do with the minimums, whether that is to get rid of them completely or not and what the ripple effects would be if that happened. Mr. Diedrichsen states that we do have areas in the city with issues with parking, specifically strip developed areas where businesses choose not to have adequate parking and then parking spills into residential and that is where we have problems. Commissioner Baumann wants to note the benefits of the active transit, green space development are really cool elements of our community however the problem being parking spots are really wasted space in our community. A parking lot will generate zero income and having sufficient use of space in our community to have a thriving Minot. Commission Baumann doesn’t believe Minot is ready to get rid of them completely, whether habit or car centric people who need a car to get to Minot period. Spaces for cars are needed, but would love to see a surgical approach to go in and see if our code needs to be changed or address where parking may not be needed. Chairman Offerdahl agrees, and asks if we have the man power or hours to get to this? Mr. Billingsley states we do a clean up every fall, to take the time to look at the code, but right away we don’t have the man power. Commissioner Baumann would like to offer motion to direct staff to put together recommendations to reductions of parking minimums across the entire city, all zones and uses and how we could reduce parking minimums in any way that we can. And be presented with the fall language clean up. Commission Kibler 2<sup>nd</sup> the motion. Mr. Diedrichsen asks Commissioner Baumann if he would like those brought forward a month before it is brought forward formally to review, discuss and give any recommendations? Chairman Offerdahl asks if that timeline is feasible and for Commissioner Baumann to amend his motion? Commission Baumann amends his motion. Commissioner Kibler seconds the motion. The motion was carried by the following vote: ayes: 8, nays: 0. **Motion carries.**

Mr. Billingsley introduces Ms. Hornberger, new planning and code enforcement assistant.

**Item #7: Adjournment**

With no further business, Chairman Offerdahl adjourned the meeting at 6:20 pm.