

PLANNING & ZONING MEETING MINUTES

June 21st, 2017

OPENING CEREMONIES AND PRESENTATIONS

I. CALL TO ORDER

Chairman Gene Jackson called the meeting to order at approximately, 7:10 AM

ROLL CALL

Present were: Chairman: Gene Jackson, Vice Chairman: Jason Fridrich
Commissioners: Scott Decker, Shirley Dukart, Scott Bullinger, Scott Karsky and Dean Franchuk

Absent:

Staff: City Engineer Craig Kubas, Planning Director Walter Hadley, City Attorney Haylee Cripe and County Planner Steve Josephson

II. ORDER OF BUSINESS

Consent Agenda

MOTION BY: Shirley Dukart **SECONDED BY:** Jason Fridrich
To approve the June 21st, 2017 Order of Business as presented;
DISPOSITION: Motion carried unanimously

MOTION BY: Scott Karsky **SECONDED BY:** Shirley Dukart
Approve meeting minutes dated May 17th, 2017
DISPOSITION: Motion carried unanimously.

III. ACTION ITEMS – AGENDA

1. **FLP-004-17** - To consider a Final Plat approval of 3 Lots within the proposed Eagles Point Subdivision located on a 90.5 acre parcel of land located in the SE ¼ of Section 18, Township 140 N, Range 96 W within the City of Dickinson ETZ, Stark County, North Dakota. The proposed lots range from 12.5 to 40 acres in size.

Chris Robinson with Highlands Engineering presented a Final Plat of Eagles Point Subdivision.

There was a letter of opposition received in the mail from Howard Newton. There was also a letter from the NDDOT with comments regarding any future working being done on the Highway right-of-way. Commissioner Bullinger asked which lot Mr. Kobus's home will be built on. Mr. Robinson stated it will be located on lot 1. Chairman Jackson asked if this Plat will require any rezoning. Planning Director Walter Hadley stated that portion is already appropriately zone for this use.

Mr. Jackson asked if anyone in the public would like to comment, there being none the public portion of the hearing was closed.

Commissioner Franchuk stated Mr. Roseau had called him and advised that he was against this Plat. Mr. Jackson stated there must be some misconception on this development or misunderstanding that the Plat is being redeveloped for residential use. There being no further discussion Mr. Jackson asked for a motion.

MOTION BY: Scott Decker **SECONDED BY:** Jason Fridrich

*** Approval ***

Eagles Point Subdivision Preliminary/Final Plat

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I move the City of Dickinson Planning and Zoning Commission recommend Approval of FLP-004-17 Eagles Point Subdivision Preliminary/Final Plat, as depicted in Attachment A, and meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):

- 1. _____;
- 2. _____.

DISPOSITION: Motion carried unanimously.

IV. WORK SESSION ITEMS – AGENDA

1. Renaissance Zone Update -

County Planning & Zoning Director Steven Josephson gave a brief update on the Renaissance Zone public input meeting.

Mr. Josephson stated there were about a dozen people who came to the Renaissance Zone Public input meeting, and based on the input from the meeting staff has decided to go forward with the proposed expansion as depicted on the draft map dated May 21, 2017. Staff will update the inventory in the adopted Renaissance Zone Development Plan to include the proposed new blocks and to remove non-productive blocks. As part of the update process staff will identify potential projects on each of the blocks proposed for addition to the Zone. Once the draft inventory is complete staff will schedule a workshop with the Planning & Zoning Commission. Based upon the workshop discussion the Renaissance Zone Development Plan will be amended and prepared for public hearing Planning Director Hadley stated there were several comments made at the public input meeting regarding potential Renaissance zone projects.

Mr. Jackson stated the process moving forward is a good process, we should look at extending along Villard there is a lot of potential in that area. Mr. Josephson added potential projects need to meet factors in the development plan that include, but are not necessarily limited to, the following:

- Structure on the property is vacant;
- Structure on the property is in need of improvements;
- Property is part of the original town of Dickinson;
- Structure is historic;
- Improvement enhances walkability; and/or
- Property is vacant but was previously developed.

Mr. Josephson stated that the blocks along Villard Street to the west of the proposed Renaissance Zone expansion do not appear to have properties that meet potential Renaissance Zone factors. Commissioner Decker stated he knew of a property on Villard Street just west of State Avenue that could make a good project, especially as the building on the property is to be demolished.

Mr. Hadley interjected that before the working with the Planning and Zoning Commissioners should go out and survey the area. Commissioner Jason Fridrich stated the old cheese factory south of Villard Street West as a potential project. Commissioner Dukart added improving the corridor would help improve the Renaissance Zone and that the Renaissance Zone program should be used more often as it has only been two or three projects. Mr. Josephson clarified there have been nine completed Renaissance Zone projects and he also clarified what the minimum cost of improvements needed to be to qualify as a Renaissance Zone project.

2. Lot split/ Replat Koch Meadows Hills Fourth Addition –

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Mr. Hadley stated there was an administrative lot modification for Koch Meadows Hills Fourth Addition that came in as a replat, it's a modification, and was redone and signed off on as a replat. City Engineer Craig Kubas added administratively this was just a lot modification the developer called a replat and it meets all the criteria of a lot modification.

3. Building Development - Vacant Lot discussion Koch 5th Zoning -

Mr. Hadley discussed Building Development, there was an email sent out previously by the Administrative staff. There is a hard copy of the building development log for review, Building Inspector Jim Thorpe gave a brief description of the Building development log. Mr. Hadley discussed the vacant lot map that was created by GIS technician Daryl Hochhalter to help identify the lots. Mr. Hadley explained the map and discussed the lots that are vacant and what's developed. Mr. Hadley added this is the best information we can give at this time.

Mr. Jackson interjected stating I think we can get better information, Mr. Jackson added I would like to see this broken down by subdivision, we want this information so if new subdivisions come in we know what's already out there. You may need to get in the car for a day and break it down. Shinagle for instance, is this one lot how is this even broken down. Mr. Fridrich stated Woodhaven isn't even on here and it's a platted subdivision. Mrs. Dukart added there are a lot of homes in Sundance coves we are selling them and that doesn't seem to be represented. Mr. Jackson added the south side developments have quite a few lots over there, how are those lots being counted. Mr. Hadley stated if they aren't being recognized or in our system then they aren't being counted.

Mr. Hadley discussed a zoning map update for Koch Meadow Hills 5th. Mr. Hadley stated we are updating the zoning to match the correct zoning for this addition, we will advertise this zoning change.

We have contacted Mr. Koch and he is in concurrence with the zoning change. Mr. Fridrich stated we need to get that in writing.

Mr. Karsky requested the map for vacant lots be interactive and available on our website so people can access it, this would be a good tool for developers.

Mr. Kubas stated he didn't know how interactive we can make it but we could look into it, we would need to make sure that it's updated so that once a lot is sold it no longer looks available.

Item not on the agenda:

Eddie Mrnak from Bowman addressed the Commission to comment on an item for the July agenda. Mr. Mrnak stated they were granted a variance last month from the Board of Adjustment for a request to reduce the min lot size of 5 acres to 3 acres on Agricultural zoned land in the ETZ. The property is South of the interstate, this is the Klewin variance. Building Inspector Jim Thorpe stated there was a condition of approval added, the property needs to be rezoned within a year from approval.

There being no further business Chairman Jackson asked for a motion to adjourn.

MOTION BY: Shirley Dukart **SECONDED BY:** Jason Fridrich

Adjournment of the meeting at approximately 8:08 AM

DISPOSITION: Motion carried unanimously.

PREPARED BY:

Brandy Goetz

APPROVED BY:

Walter Hadley