



**TO:** Mayor Chuck Barney  
Members of the City Council

**FROM:** Mitch Flanagan

**DATE:** June 14, 2018

**SUBJECT:** **Building relocation request to 1004 Jefferson Dr.**

**I. RECOMMENDED ACTION**

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It is recommended the Committee and Council approve the relocation of the detached garage, from 1122 W University Ave, , Minot ND, 58701 also known as Emleys S/D Lot 1 & port Lot 3, Block 20, West Minot Addn Lot 1, to 1004 Jefferson Dr, Minot, ND 58701, also known as Randalls Addition Lot 23, 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. Application and approval of building permits for all proposed construction and coordinate all relocation activities with public utilities and traffic authorities.
3. An approved foundation design in compliance with City of Minot building codes.
4. If required: plumbing, electrical and HVAC systems must be brought into compliance with current code requirements of the City of Minot.
5. All work at the new location must be in compliance with City of Minot building codes and zoning ordinances.
6. The exterior of the structure must be one consistent color arrangement of colors after relocation.
7. The property must be provided with proper site drainage, and must be landscaped in a manner similar to surrounding properties.

**II. DEPARTMENT CONTACT PERSONS**

Mitch Flanagan, Building Official	857-4102
Mike Murphy, Residential Inspector	857-4102
Sheila Maragos, Property Appraiser	857-4160

**III. DESCRIPTION**

A. Background:

The building to be moved is a 1956 year built 416 square foot detached garage. The garage is 16 ft. x 26 ft. with wood siding and an asphalt shingled roof.

**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 report
- F. Assessors report

Approved for Council Agenda: \_\_\_\_\_

Date: \_\_\_\_\_