



**TO:** Mayor Shaun Simpa  
Members of the City Council

**FROM:** Mitch Flanagan

**DATE:** July 1, 2019

**SUBJECT:** **BUILDING RELOCATION REQUEST TO 7520 15<sup>TH</sup> AVE SE**

**I. RECOMMENDED ACTION**

1. It is recommended the Committee and Council approve the relocation of the single-family residence from 104 6<sup>th</sup> St NE, Minot ND, 58701 also known as Torbensons Addn. lot 2 less E30 of N25 Block 3, to 7520 15<sup>th</sup> Ave SE, Minot, ND 58701, also known as Sunny Slope 2<sup>nd</sup> Addn. Lot 38, subject to the following conditions:
2. A ten-thousand-dollar completion bond must be posted with the City of Minot prior to issuance of any permits for this work.
3. An approved approach permit assigned to 7520 15<sup>th</sup> Ave SE issued by Nedrose Township.
4. Application and approval of mechanical, electrical, plumbing, building permits for all new proposed construction.
5. Coordinate all relocation activities with public utilities and traffic authorities.
6. An approved foundation design in compliance with City of Minot building codes.
7. If required: plumbing, electrical and HVAC systems must be brought into compliance with current code requirements of the City of Minot.
8. All work at the new location must be in compliance with City of Minot building codes and zoning ordinances.
9. The exterior of the structure must be one consistent color arrangement of colors after relocation.
10. The property must be provided with proper site drainage, and must be landscaped in a manner similar to surrounding properties.
11. Chad Sickles has signed a uniform offer of agreement to purchase the lot at 7520 15<sup>th</sup> Ave SE, however he is not the owner of record. In an effort to expedite the moving permit, it is advised to approve the moving permit but before he is permitted to relocate the structure, the owner is to complete the lot purchase and provide proof of ownership.

**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:  
Single family dwelling was rebuilt after 2011 flood. All necessary permits and inspections were conducted and approved.

**IV. IMPACT:**

- A. Strategic Impact:  
The original house was auctioned by the City of Minot. The current location of the building is in the new risk map flood plain/ floodway.
- 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
- G. Uniform Offer to Purchase dated 4-11-2019