

**PLANNING COMMISSION MINUTES**  
**Regular Meeting**  
**November 25, 2019**

**Regular Meeting:** Planning Commission

**Location:** City Hall, Council Chambers, 515 2<sup>nd</sup> Avenue SW., City of Minot, N.D.

**Meeting Called to Order:** Monday, November 25, 2019 at 5:30 p.m.

**Presiding Official:** Chairman, Charles DeMakis

**Members in Attendance:** Randy Bartsch, Tim Baumann, Jody Bullinger, Charles DeMakis, Justin Hochhalter, Todd Koop, Dustin Offerdahl, Boyd Sivertson, Todd Wegenast

**Members Absent:** Kelly Barnett, Jeanette Larshus

**City Staff Present:** Kelly Hendershot (City Attorney), Lance Meyer (City Engineer), Emily Huettl (Assistant City Engineer), Brian Billingsley (Community & Economic Development Director), Peter Baumgartner (Planner I), Stephan Podrygula (Alderman), Officer Wheeler

**Others Present:** Shawn Odden (U-Haul), Mike Hayes, Jim Redding (NDDOT), Bob Miller (Westlie Truck Center)

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**Meeting Called to Order by Chairman Charles DeMakis.**

**Approval of the October 28, 2019 Regular Meeting Minutes**

Motion by Commissioner Koop to approve October 28, 2019 Planning Commission Meeting minutes, second by Commissioner Offerdahl, and was carried by the following roll call vote: ayes: Bartsch, Baumann, Bullinger, DeMakis, Hochhalter, Koop, Offerdahl, Sivertson, Wegenast, nays: none

**Motion carries**

**The following are the recommendations of the Planning Commission:**

**Item #1**

**Northridge Villas 3<sup>rd</sup> Addition, Subdivision Plat**

It is recommended that City Council pass a motion on a request by John Zimmerman of Northridge Villas, LLC., Applicant, to replat Lots 20, 21 and 23, Block 1, Northridge Villas 2<sup>nd</sup> Addition to proposed Lots 1, 2A, 2B, 3A and 3B, Northridge Villas 3<sup>rd</sup> Addition. These properties are located at 817 28<sup>th</sup> Street, NW., 813 28<sup>th</sup> Street, NW., and 805 28<sup>th</sup> Street, NW.

All three lots are currently owned by the applicant and are vacant at this time. You will recall this development is a Planned Unit Development (PUD) featuring a mix of traditional single-family homes and twin homes with each half of the twin homes on their own fee simple lot. These units are basically two-family townhomes, but have been, and continue to be, referred to by the

development team as “Villas.” A corresponding lot split is then required to accommodate the villas on certain selected lots. A portion of Lot 21 will be combined with Lot 20, while the remainder of lot 21 will be subdivided into Lots 2A and 2B. Additionally, Lot 23 will be subdivided into Lots 3A and 3B. Twin villas are proposed on Lots 2A, 2B, 3A, and 3B. It would also be possible in R2 zoning to build a single-family home across the common lot lines separating 2A / 2B and 3A / 3B if both lots are under common ownership.

The new common lot line between lots are platted such that the north 10.35 feet of Lot 21 combines with Lot 20 to form proposed Lot 1 of Northridge Villas 3<sup>rd</sup> Addition while the remainder of Lot 21 will form the new Lots 2A and 2B. Lot 1 contains approximately 15,154.46 square feet of lot area or .3479 acres. Proposed Lots 2A and 2B contain 7941.03 square feet or 0.1823 acres and 7212.22 square feet or .1656 acres, respectively. Lot 3A will contain 5,383.63 square feet or .1236 acres while Lot 3B will contain 10,792.76 square feet or .2478 acres. All of the proposed lots exceed the minimum R2 lot size requirements of 3,500 square feet and the minimum R2 lot width of 30 feet as measured at the front setback line. The location of the new lot lines meets all setback requirements in R2 zoning bulk regulations.

The streets and utility lines in this subdivision are private and will be maintained by the developer or a homeowner’s association. The Northridge team and appropriate City officials have reached mutual agreement in how the sanitary sewer and municipal water will be split at the lot for the villa units/lots.

The proposed subdivision does not interfere with access to the extensive hike-bike trail system through the neighborhood connecting to Peterson Greenway to the west.

All of the properties involved in this subdivision are zoned R2, Two-Family Residential District and shall remain so. Currently, these properties don’t have a land use designation on the Future Land Use Map of the Comprehensive Development Plan. However, the low density use of these properties is in conformance with neighboring properties.

**Finding of Facts:**

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

- 1) The applicant has submitted a complete application.
- 2) The applicant’s request is consistent with the intent of Minot’s Comprehensive Plan.
- 3) This request meets all of the bulk requirements of Minot’s Zoning Ordinance.
- 4) The Minot Planning Commission has the authority to hear this case and recommend that it be approved or denied. 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 Recommendations:**

Staff recommends the Planning Commission adopt the staff findings of fact and recommend approval of this preliminary plat application, subject to the following conditions, to the City Council:

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- 1) Separate water and sewer services are required to each lot so that each separate premises will be separately connected in a manner to be described in the Development Agreement between the applicant and the City.
- 2) No later than six months after a subdivision design has been approved by the City Council, the applicant for design approval may submit the final form of the instrument or document to the City Engineer which is to be recorded in the office of the County Recorder in order to accomplish the subdivision or to establish the necessary predicate for the later accomplishment of the subdivision. That is, the subdivider shall submit the final form of the original of the appropriate instrument of conveyance, auditor's outlot plat, or plat, and the necessary copies thereof required by ordinance or by way of regulation. The City Engineer shall indicate his approval on the original by signing his name under a suitable statement or legend that expresses approval. However, if the documents or instrument for which approval is sought is a plat, then before the City Engineer approves it he shall first satisfy himself that the technical requirements of Section 28-27 have been complied with and that monuments have been placed at all block corners, lot corners, angle points, points of curves in streets which are depicted in the plat, and at such intermediate points as may be required.

Chairman DeMakis asked the Principal Planner for staff comments.

Planner Lang responded that all three lots are currently owned by the applicant and are vacant at this time. You will recall this development is a Planned Unit Development (PUD) featuring a mix of traditional single-family homes and twin homes with each half of the twin homes on their own fee simple lot. These units are basically two-family townhomes, but have been, and continue to be, referred to by the development team as "Villas." A corresponding lot split is then required to accommodate the villas on certain selected lots. A portion of Lot 21 will be combined with Lot 20, while the remainder of lot 21 will be subdivided into Lots 2A and 2B. Additionally, Lot 23 will be subdivided into Lots 3A and 3B. Twin villas are proposed on Lots 2A, 2B, 3A, and 3B. It would also be possible in R2 zoning to build a single-family home across the common lot lines separating 2A / 2B and 3A / 3B if both lots are under common ownership.

The new common lot line between lots are platted such that the north 10.35 feet of Lot 21 combines with Lot 20 to form proposed Lot 1 of Northridge Villas 3<sup>rd</sup> Addition while the remainder of Lot 21 will form the new Lots 2A and 2B. Lot 1 contains approximately 15,154.46 square feet of lot area or .3479 acres. Proposed Lots 2A and 2B contain 7941.03 square feet or 0.1823 acres and 7212.22 square feet or .1656 acres, respectively. Lot 3A will contain 5,383.63 square feet or .1236 acres while Lot 3B will contain 10,792.76 square feet or .2478 acres (see Preliminary Plat exhibit). All of the proposed lots exceed the minimum R2 lot size requirements of 3,500 square feet and the minimum R2 lot width of 30 feet as measured at the front setback line. The location of the new lot lines meets all setback requirements in R2 zoning bulk regulations.

The streets and utility lines in this subdivision are private and will be maintained by the developer or a homeowner's association. The Northridge team and appropriate City officials have reached mutual agreement in how the sanitary sewer and municipal water will be split at

the lot for the villa units/lots as set forth in the Development Agreement with the Engineering Department.

The proposed subdivision does not interfere with access to the extensive hike-bike trail system through the neighborhood connecting to Peterson Greenway to the west.

All of the properties involved in this subdivision are zoned R2, Two-Family Residential District and shall remain so. Currently, these properties don't have a land use designation on the Future Land Use Map of the Comprehensive Development Plan. However, the low density use of these properties is in conformance with neighboring properties.

Chairman DeMakis opened up comments from the commissioners. No comments from commissioners.

Chairman DeMakis opened up comments from the public. No comments from the public.

Motion by Commissioner Koop to approve based on finding of facts, staff recommendations and conditions, second by Commissioner Baumann, and was carried by the following roll call vote: ayes: Bartsch, Baumann, Bullinger, DeMakis, Hochhalter, Koop, Offerdahl, Sivertson, Wegenast nays: none

#### **Motion carries**

#### **Item #2**

#### **UNPLATTED SEC 25 155 83 S1/2 SW1/4 SW1/4 incl HOME ACRES 3<sup>rd</sup> ADDITION AND OUTLOT 11 LESS OUTLOTS 2,3,4,6,7 – Conditional Use Permit**

It is recommended that the City Council approve a resolution on a request by Stephany Sheekey of AMERCO Real Estate Company, Applicant, for a Conditional Use Permit to allow for remodeling of an existing building for climate controlled self-storage and also outdoor display of U-Haul trucks and equipment for sale or rent on the same lot. This property is located at 1 20<sup>th</sup> Avenue SE.

The uses proposed for this site include remodeling of the existing Kmart building into a "climate controlled self-storage facility" which requires a conditional use permit (CUP) in C2 zones as well as outdoor display of U-Haul trucks and equipment for rent or sale. Outdoor display also requires a CUP. The applicant has submitted a complete application for a CUP.

#### **Finding of Facts:**

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

- 1) The applicant has submitted a complete application.
- 2) The proposed uses are conditionally permitted by the terms of the ordinance and are subject to conditions of approval.
- 3) The applicant has met all of the Conditional Use requirements laid out in Section 11-4 Conditional Uses.
- 4) The applicant's request is consistent with Minot's Comprehensive Plan.
- 5) This request meets all of the bulk requirements of Minot's Zoning Ordinance.
- 6) The Minot Planning Commission has the authority to hear this case and recommend that it be approved or denied. The public notice requirements were met, the hearing was legally

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noticed and posted and the hearing was held and conducted under the requirements of North Dakota Century Code and Minot City ordinances.

### **Staff Recommendations:**

Staff recommends the Planning Commission adopt the staff findings of fact and recommend approval of this preliminary plat application and conditional use permit, subject to the following conditions, to the City Council:

- 1) This conditional use permit is issued to allow climate-controlled storage units at this location inside the existing building and also to allow outdoor display of items for sale or rent on the same lot.
- 2) Items for sale or rent shall not be parked on the grass or in landscaped areas nor on any part of the public right-of-way.
- 3) No inventory, equipment, or materials shall be stored or parked outside the building across from the residential lots along the north side of 19th Avenue SE.
- 4) A revised Landscape Plan shall be submitted to the Planning Department and approved before any Building Permits are issued.
- 5) If substantial construction has not taken place within one (1) year of the date on which the conditional use permit was granted, the permit is void except that, on application, the council, after receiving recommendation from the Planning Commission, may extend the permit for such additional period as it deems appropriate. If the conditional use is discontinued for six (6) months, the conditional use permit shall become void. This provision shall apply to conditional use permits issued prior to the effective date of this title, but the six (6) month period shall not be deemed to commence until the effective date of this title.
- 6) An amended conditional use permit may be applied for and administered in a manner similar to that required for a new conditional use permit. Amended conditional use permits shall include reapplications for permits that have expired or have been denied, requests for substantial changes in conditions or expansions of use, and as otherwise described in this Ordinance. Applications for conditionally permitted uses which consist of multiple structures to be developed on the property shall include a conceptual development plan showing the structures proposed. The conditional use permit is approved for the use of the property which does not require an amendment each time a structure is proposed; however, once proposed development exceeds the approved conceptual development plan or if the characteristics of use change, an amended application shall be submitted for consideration.

Chairman DeMakis asked the Principal Planner for staff comments.

Planner Lang responded that the uses proposed for this site include remodeling of the existing Kmart building into a "climate controlled self-storage facility" which requires a conditional use permit (CUP) in C2 zones as well as outdoor display of U-Haul trucks and equipment for rent or sale. Outdoor display also requires a CUP. As such, this CUP comprises two uses in one permit, although each use may have provisions enumerated in the zoning ordinance that seemingly clash with one another. For example, climate-controlled storage does not allow outside storage or display, yet outdoor storage and display is a viable conditional use in and of itself. Therefore, in this case, the CUP for this property shall allow outdoor storage and display in conjunction with climate-controlled storage as it is specifically designed to allow both.

The applicant has submitted a complete application for a CUP.

The site is going to consist of three lots, the first and largest lot, which is currently occupied by Kmart is 11.99 acres or 522,440 square feet. The second lot, is currently home to a U.S. Bank branch and is 1.07 acres or 46,412 square feet. The third and smallest lot is an outlot measuring fifty (50) feet in width containing .32 acres, or 14,150 square feet. This outlot serves as an access road from South Broadway to the parking lot, also serving as a utility easement.

The site is required to have one parking space for each 2,000 feet of gross floor area which comes out to 56 parking spaces, which is easily met with 124 parking spaces displayed on the site plan.

Street trees are required along 20th Avenue and 2nd Street SE. Interior parking lot landscaping is required in commercial zoning districts. The quantity of interior parking lot landscaping is based on twenty (20) square feet of landscape island for each parking stall. At 124 parking stalls 2,480 square feet of landscaping is required. The three (3) parking lot islands shown by 20th Avenue fall short of meeting this requirement. Also, it would be preferable to have the islands more to the interior and spread across the large expanse of parking.

Landscaped buffer yards are generally required where commercial use abuts residential zoning districts or uses. In this case, residential property is located directly across 19<sup>th</sup> Avenue SE, but there is not sufficient space available along the street to install a buffer yard. Therefore, Staff waives the buffer yard requirement based on existing site conditions.

There are still some issues to be worked out between Planning Staff and the applicant in regards to developing a Final Landscaping Plan. Planning Staff requests a revised Landscape Plan that meets the above listed requirements prior to any Building Permits being issued.

The applicant must follow all C2 building design and material standards that are found in Section 11-8 of Chapter 11- "C2" General Commercial District located within the City of Minot Zoning Ordinance. To comply with these requirements the applicant has made changes to the colors and materials of the original building elevation. The exterior structure largely remains the same, keeping the architectural features that were already there, such as the columns, awnings, eaves, and varied roof lines. The applicant has made use of five (5) new colors to the exterior of the structure: Natural Choice Beige, Relaxed Khaki, Nurture Green, Obstinate Orange, and Smokehouse Brown. All of these colors contrast with each other but at the same time are complementary in the proposed arrangement.

The interior of the structure is going to be modified to accommodate the installation of climate controlled self-storage units. The units are a mix of 5x5, 5x10, 5x15, 10x10, & 10x15. Each customer will access their unit with a card swipe ID card. Security is provided by video surveillance. Access into the building is available during established hours of; 7 am to 7 pm Monday through Thursday, 7 am to 8 pm Friday, 7 am to 7 pm Saturday, and 9 am to 5 pm on Sundays. U-Haul trucks, trailers, and the like will be displayed in the parking lot in front of the building. The building is staffed by ten (10) to fifteen (15) full-time and part-time employees.

Also depicted are photographic images of persons using U-Haul products with a tagline that says; "Community Lifestyle to Promote a Safe and Welcoming Environment." Staff is uncertain what this means. Are these signs or not? If these images promote U-Haul products they will be considered part of the overall signage package and will be limited to the maximum amount allowed by the zoning ordinance.

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Chairman DeMakis opened up comments from the commissioners.

Commissioner Baumann asked Billingsley about the possibility of another “big box” store similar to K-Mart going into that location. Billingsley responded that it is unlikely. Baumann asked Principal Planner Lang about the landscape buffer strip that would generally be required when commercial uses or zoning abut residential uses or zoning but has been waived here. Lang responded that the buffer width requirement is twenty feet (20') consisting of grass (no pavement) and there should be one (1) tree per 20' lineal feet of buffer yard. At least 50% of the trees are to be conifers. The remainder can also be conifers, or a mix of deciduous and conifers. These are minimum size requirements for all the tree types. Unfortunately, there is insufficient space to accommodate such a buffer along the north side of this property. Baumann further inquired if there was a specified use for the remaining acreage, i.e. the Hardees pad site, and Lang responded that nothing specific was mentioned in the plans or in meetings with the developers.

Commissioner Wegenast asked Planner Lang about approving outdoor storage in C2 zoning. Have there been many commercial projects approved lately with outdoor storage? Lang responded that there haven't been many projects lately, period. But, outdoor storage can be part of a commercial development. There are regulations for where it can be on the site and screening requirements. In this case, the outdoor presence of equipment is not so much storage as it is display, although one could argue that the items are being stored as they are displayed.

Chairman DeMakis opened up comments from the public.

Shawn Odden (U-Haul) came forward and offered to answer any questions the commissioners might have. Commissioner Baumann asked about the southwest corner of the lot and if they have plans along 19<sup>th</sup> Street. Odden indicated that they did not.

Chairman DeMakis asked if Mr. Odden could explain in more depth the signage, especially the “community image” aspects. Mr. Odden responded that they make an effort to have the signage represent the community they are in, for example, they would depict Air Force personnel in their signage. Mr. Odden also explained that they banners are considered “advanced banners”. DeMakis asked if the banners can be moved and Odden indicated that yes, they are moveable.

Commissioner Baumann asked about the exterior lighting design since the lot abuts residential area. Mr. Odden indicated that although their plans are not advanced to that aspect yet, they would use down draft LED lighting.

Commissioner Bartsch inquired as to how many vehicles would be sitting on-site. Odden replied that it would be difficult to give a specific number, however, he did state that they would not be closing any existing sites in Minot and moving vehicles to that site.

Mike Hayes came forward and stated that he has properties nearby, and although he is not opposed to the project, he did have some questions on building elevations and heated storage.

Motion by Commissioner Wegenast to approve based on staff findings, recommendations and conditions, seconded by Bartsch.

Commissioner Baumann asked for an amendment to the motion to include a requirement that the buffer zone requirements that would have been required along the back of the building but have been waived due to lack of space in this area, be planted somewhere else on the site to increase the overall landscape density. He asked Principal Planner Lang if this made sense as a motion? Lang stated the length of the bufferyard area, if it were to be provided along 19<sup>th</sup> Avenue, multiplied by the twenty-foot depth requirement, take that area calculation and the number of trees required accordingly, and find a home for it somewhere on site? Baumann nodded yes in agreement.

Motion by Commissioner Baumann for the amendment to the original motion, seconded by Koop and followed by the following vote: ayes: Baumann, Offerdahl; nays: Bartsch, Bullinger, DeMakis, Hochhalter, Koop, Sivertson, Wegenast;

#### **Motion fails**

Motion by Wegenast to approve original motion based on finding of facts, staff recommendations and conditions, second by Bartsch and carried by the following vote: ayes: Bartsch, Baumann, Bullinger, DeMakis, Hochhalter, Koop, Offerdahl, Sivertson, Wegenast; nays: none

#### **Motion carries**

#### **Item #3**

#### **Section 30-155-82, Outlot 50, Land Use Map Amendment, Rezone, Subdivision Plat, and Annexation**

It is recommended that the City Council approve a resolution to amend the Future Land Use Map of the Comprehensive Development Plan accordingly to "Public/Semi-Public", to subdivide this parcel with a Right-of-Way Outlot Plat, and to annex the proposed outlot plat into the city limits, and to further pass an ordinance to rezone a portion of the SW corner of Section 30T155NR82W to P (Public) zone, all in order to construct a new building for a NDDOT Driver's License facility. This location is currently Highway 2/52 right-of-way and was formerly a truck regulatory weigh station and never zoned.

This project was tabled last month to allow time for a meeting with Development Review Team (DRT). The "P" Public District requires a DRT meeting be held with one member of the City Council and one member of the Planning Commission present. This DRT meeting was held November 6.

#### **Finding of Facts:**

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

- 1) The applicant has submitted a complete application.



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- 2) This property is somewhat unique in that it has only been used for right-of-way purposes with no conventional development. The site is not zoned, does not have a street address, is not contemplated on the future land use map, and is only partially annexed.
- 3) Rezoning to the Public zoning district is the proper fit for the use of this property.
- 4) The Future Land Use Map will be amended to designate this property as "Public/Semi-Public.
- 5) A DRT meeting was held as required for "P", Public district rezonings.
- 6) This request meets all of the bulk requirements of Minot's Zoning Ordinance.
- 7) The land to be annexed is urban in character.
- 8) City services are available to the site with adequate capacity.
- 9) The annexation is in the best interest of the City and the applicant.
- 10) The Minot Planning Commission has the authority to hear this case and recommend that it be approved or denied. 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 Recommendations:**

Staff recommends the Planning Commission adopt the staff findings of fact and recommend approval of this map amendment, rezoning, outlot plat application, and annexation request subject to the following conditions, to the City Council:

- 1) A stormwater management plan is required for development
- 2) Erosion Control practices will need to meet State of North Dakota requirements and approved by the City Engineer
- 3) Connection fees are required when connections are made to City utilities
- 4) All access to US Hwy 2 & 52 will be eliminated as a part of the site development
- 5) Access location(s) off of 20th Ave SE to be approved by the City Engineer as a part of a future site plan review.
- 6) A Landscape Plan is required at the time of Site Plan Review. It shall include a plant list and it shall meet the required commercial landscape components as set forth in Chapter 24, and in this report including street trees, interior parking lot landscaping, foundation plantings, and if applicable, trash enclosures shall be screened.
- 7) Commercial standards for building construction materials and architectural design shall meet the minimum requirements set forth in Section 11-8 of the Minot Zoning Ordinance.
- 8) No later than six months after a subdivision design has been approved by the City Council, the applicant for design approval may submit the final form of the instrument or document to the City Engineer which is to be recorded in the office of the County Recorder in order to accomplish the subdivision or to establish the necessary predicate for the later accomplishment of the subdivision. That is, the subdivider shall submit the final form of the original of the appropriate instrument of conveyance, auditor's outlot plat, or plat, and the necessary copies thereof required by ordinance or by way of regulation. The City Engineer shall indicate his approval on the original by signing his name under a suitable statement or legend that expresses approval. However, if the documents or instrument for which approval is sought is a plat, then before the City Engineer approves it he shall first satisfy himself that the technical requirements of Section 28-27 have been complied with and that monuments have been placed at all block corners, lot corners, angle points, points of curves in streets which are depicted in the plat, and at such intermediate points as may be required.

9) This property will be annexed into the Minot City Limits in accordance with the Century Code, 40-51.2-07 to 40-51.2-11, Annexation by resolution of City.

Commissioner DeMakis asked the Principal Planner for staff comments.

Planner Lang responded the applicant is requesting approval of rezoning and platting a vacant parcel of ground that is currently part of Highway 2 right-of-way to construct a building for driver license operations. The grounds will also be used for driver testing for trucks and motorcycles. An application for annexation has also been submitted. Since this property is currently Highway 2 & 52 right-of-way, it is unique when compared to traditional parcels. There is no assigned address and it has never been zoned. The surrounding zoning is commercial and the future land use map does not provide guidance as there is no specified land use category identified for this parcel. A designation of "Public/Semi-Public will be added to the land use map.

An outlot plat has been created to parcel-off the right-of-way into one lot. The new lot will be known as Outlot 50 in Section 30, Township 155 North, Range 82W. The city limit line cuts through this property on the east end as shown on the Aerial View exhibit. The majority of the property to the west of this line was previously annexed into the City. The remaining 1.05 acres to the east has never been annexed into the City. Since this property is being treated as a single outlot, we cannot have a portion of the outlot annexed and a portion not annexed. Therefore, the 1.05 acres of land within the boundary of the outlot that has not been annexed is now due for annexation as shown on the Annexation exhibit. The applicant has provided a preliminary sketch of how the site may lay out with truck/motorcycle testing to the east, a building roughly centered on the site with parking to the east and west sides of the building. Current accesses to Highway 2/52 will be closed and the site will take access from 20<sup>th</sup> Avenue SE instead.

Chairman DeMakis opened up comments from the commissioners.

With no comments from the Commission Principal Planner Lang noted that there had been some questions presented to him prior to the meeting regarding traffic concerns by neighboring property owners. Since this is not his area of expertise Lang had emailed the Engineering Department to see if they have any particular concerns. Lang asked the City Engineer Lance Meyer, who was in attendance, to come forward and address any issues or concerns the Engineering Department might have. Meyer indicated that the department did not have any immediate concerns and did not foresee any significant traffic. Meyer did indicate that NDDOT will do a traffic analysis and that there will be no traffic signal installed. Engineering will work with DOT on signs.

Chairman DeMakis asked about left turns and Meyer explained the issue.

Chairman DeMakis opened up comments from the public.

Jim Redding (NDDOT) cited 2019 legislature funding limitations for the project and explained that the project has to be on existing property.

Bob Miller came forward and expressed his concerns about the public cutting through their parking lot and did want to make sure signage was in place regarding the exit on 13<sup>th</sup> Street, which is one of the two traffic exits, along with the exit on 18<sup>th</sup> Avenue.

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Motion by Commissioner Wegenast to approve based on finding of facts, staff recommendations and conditions, second by Commissioner Koop, and was carried by the following roll call vote: ayes: Bartsch, Baumann, Bullinger, DeMakis, Hochhalter, Koop, Offerdahl, Sivertson, Wegenast, nays: none

**Motion carries**

With no other business before the committee, Chairman DeMakis adjourned the meeting at 6:21pm.