



TO: Mayor Shaun Simpa
Members of the City Council

FROM: Luke Tillema

DATE: August 16, 2021

SUBJECT: BUILDING RELOCATION REQUEST TO 4701 1ST AVE NW

I. RECOMMENDED ACTION

It is recommended the Committee and Council approve the relocation of a detached garage, from 1520 Burdick Expy E, Minot ND, 58701 also known as Elmwood Addition, E 30' of Lot 5 and all of Lot 7 less portion for highway, to 4701 10th Ave NW, Minot, ND 58703, also known as Skjoldal Addition Lot 2, 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. An approved approach permit assigned to 4701 10th Ave NW issued by Harrison Township.
3. Application and approval of mechanical, electrical, plumbing, building permits for all new proposed construction.
4. Coordinate all relocation activities with public utilities and traffic authorities.
5. An approved foundation design in compliance with City of Minot building codes.
6. If required: plumbing, electrical and HVAC systems must be brought into compliance with current code requirements of the City of Minot.
7. All work at the new location must be in compliance with City of Minot building codes and zoning ordinances.
8. The exterior of the structure must be one consistent color arrangement of colors after relocation.
9. The property must be provided with proper site drainage, and must be landscaped in a manner similar to surrounding properties.

II. DEPARTMENT CONTACT PERSONS

Luke Tillema, Building Official	857-4102
Mike Murphy, Residential Inspector	857-4102
Sheila Maragos, Property Appraiser	857-4160

III. DESCRIPTION

A. Background:

The area that is under consideration for the moving application is 1520 Burdick Expy East Minot, ND 58701, also known as Elmwood Addition, 30' of Lot 5 and all of Lot 7 less portion for highway. The proposed moving location is 4701 10th Ave NW, Minot, ND 58703, also known as Skjoldal Addition Lot 2. The property is surrounded by similar single family dwellings as well as single story manufactured homes. The immediate area also contains numerous vacant lots. The homeowner's building permit application stated that the 1500 sf house to be moved is to be placed on a concrete foundation with a full basement. The homeowner also stated that the 1280 sf garage will be placed on new, pre-constructed, thickened edge concrete slab and will be detached from the main building/home.

IV. IMPACT:

A. Strategic Impact:

The proposed location has never had a building on it, according to records. The proposed location for the building is not in the current or proposed 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 reports
- F. Assessors report