
City of Minot

TO: Mayor Chuck Barney
Members of the City Council

FROM: Mitch Flanagan

DATE: April 2, 2018

SUBJECT: Building relocation request to 1016 39th St SE

I. RECOMMENDED ACTION

It is recommended the Committee and Council approve the relocation of the detached garage from 2220 24th Ave SE, Minot ND, 58701 also known as Brookview 4th Addition Lot 1, to 1016 39th St SE, Minot, ND 58701, also known as Peach Addition, Block 1, Lot 1, 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.
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.
 - a. Proposed location of garage has two existing accessory buildings; one will need to be removed per zoning code, Chapter 5 Section 5-4 (a)
6. The exterior of the structure must be one consistent color arrangement of colors after relocation.
7. Applicant must obtain all necessary permits, and coordinate all relocation activities with public utilities and traffic authorities.
8. 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
Dan Lovelace, Property Appraiser	857-4160

III. DESCRIPTION

The building to be moved is a 1997 year built 624 square foot detached garage. The structure is a 2 stall garage, 24 ft x 26 ft, with asphalt shingled roof, wood frame construction, and exterior vinyl siding.

IV. IMPACT: None.

V. 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.”

VI. 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

Approved for Council Agenda: _____

Date: _____