

CITY OF JAMESTOWN
102 3rd Ave SE
Jamestown, ND 58401
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MINUTES - DRAFT
Planning Commission - December 10, 2012 - 8:00 a.m.

Present: Purdy, Hillerud, Trautman, Trefz, Bensch, Ritter, Johnson, Tressler

Others present: Mayor Andersen, Fuchs, Reuther, Klundt, Schwartzkopf, Kourajian, Buchanan, Wollan, Harty

1. Chairman Trefz opened the meeting and asked for a motion to approve the minutes from the November 13, 2012 regular Planning Commission meeting. Motion made by Trautman to approve. Seconded by Johnson. Unanimous aye vote. Motion Carried.
2. A lengthy discussion relating to Section 8, Appendix B of the City Code which has now been approved, was held with Mayor Andersen explaining the Council action. She explained the required improvements to roads that were added to the ordinance as well as financial options for developers.

Chairman Trefz and several Planning Commission members asked Mayor Andersen questions relating to the new ordinance.

Commission member Ritter asked City Council member Buchanan why he voted against ordinance. Council member Buchanan explained his reasoning and stated that even though he voted against the ordinance, it is passed and is now the rule in place and is to be followed.

Discussion continued between several Planning Commission members and Mayor Andersen. Mayor Andersen referenced the consultant process that is now in place and spoke at length about the intended process. She explained that various areas for growth would be identified in the community and the surrounding area and that the township supervisors will be invited to be involved in the upcoming planning and growth process.

3. Deanne Brunner of the JSDC spoke relating to SRF Consultant who is hired and that the planner will be working with the City and surrounding Counties. The SRF consultant will be the liaison between the Planning Commission and the City Council relating to growth & development. This will be a 4-6 month process with a steering committee to be developed that will have 4-6 people from community, City and County, etc.
4. City Engineer Schwartzkopf discussed the Land Use and Transportation Plan. Proposals are due on December 20, 2012 and will look at mid-January, 2013 for interviews. He anticipates another consultant will be hired to complete the plan and will be interacting with SRF Consulting. It will take approximately 16-18 months to complete the LUTP. Commission member Tressler asked about requirements for hiring the consultant for the LUTP. Schwartzkopf briefly explained the process of hiring the consultant to complete the Land Use and Transportation Plan.
5. Greg Rich of Interstate Engineering passed out maps of the Berndt Addition and spoke relating to the map and the sliver piece of land that Mr. Berndt donated but the process never got recorded. Greg explained that this would now be a two lot plat. Discussion continued as to whether there needs to be another public hearing for the Berndt Addition. The City Attorney needs to be consulted as to the public hearing and if another application and fee is necessary.

Commission member Bensch made a motion to approve the revised Berndt Addition plat (pending City attorney decision relating to advertising, etc.), and allow the final plat to be approved at the January, 2013 City Council Committee meeting. Trautman seconded. Roll call. Unanimous aye vote. Motion Carried.

6. Commission member Johnson made a motion to adjourn. Seconded by Bensch. Meeting adjourned.