

**CITY OF JAMESTOWN**  
**102 3<sup>rd</sup> Ave SE - Jamestown, ND 58401**  
**701-252-5900**

**MINUTES**  
**Planning Commission**  
**March 11, 2013 - 8:00 a.m.**

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

Others Present: Fuchs, Klundt, Wollan, Harty, Schwartzkopf

1. Chairman Trefz opened the meeting and asked for a motion to approve the minutes from the February 11, 2013 regular Planning Commission meeting. A correction was made adding Council Member Kourajian as being present. A motion was made by Trautman to approve the corrected minutes. Seconded by Bergquist. Unanimous voice vote. Motion Carried.
2. Approve the final plat of Creative Energy Addition, part of Government Lots 6 and 7 of Section 27, T140N, R64W, of the Principal Meridian, Midway Township (Extraterritorial lands of the City of Jamestown), Stutsman County, North Dakota.  
The Planning Commission's Public Hearing was held September 10, 2012, the preliminary plat was approved at that time.  
Stephanie Falkers of SRF Consultants, Inc. recommended approval of the final plat and explained the plat; its' access areas, easements, land use and zoning. A motion to approve the plat as final was made by Bensch, seconded by Bergquist. Secretary Wollan called the roll. Aye vote. Motion Carried.
3. Stephanie Falkers of SRF Consultants, Inc. gave a presentation relating to the proposed new applications for zoning and platting in the City.

The zone request application contains much of the same information as previously requested, but includes a new section explaining the relationship of how the zone change may be compatible with the Land Use & Transportation plan. The application also requires all information be submitted before the deadline. The biggest change is a new timeline to allow staff more time to review the zone change request. Another change is an Application review meeting with City staff.

The plat request application contains much of the same information; however, it includes options for improvements costs.

The Special Use permit application was modified into the same template.

Commission member Tressler asked about the communication between the City Council and the applicant if the request was denied by the Council. Discussion continued with members asking questions relating to the process of approval from the Planning Commission and from the City Council. The City Council hears recommendations given by the Planning Commission and gives final approval or disapproval of all zoning and platting requests

Stephanie handed out a draft Map of Future Land Use within the city limits and stated that an open house will be held on April 4<sup>th</sup>, 2013 at the Quality Inn & Suites. The public and staff are welcome to attend. There will be several SRF Consulting, Inc. staff available for discussion as well as a larger City map of Future Land Use.

4. Election of officers – Vice Chairman and Chairman of the Planning Commission

Commission member Bergquist nominated Dave Hillerud for Chairman. The nomination was seconded by Bensch. Commission member Trautman nominated Chairman Trefz, there being no second, the nomination died.

Commission member Tressler nominated Ritter, Ritter declined nomination.

Commission member Bensch made a motion to appoint David Hillerud as Chairman. Motion was seconded by Johnson. Unanimous aye voice vote. Motion Carried.

Commission member Johnson nominated Ritter for the Vice-Chairman position. The nomination was seconded by Trautman.

Commission member Hillerud nominated Trautman for the Vice-Chairman position. The nomination was seconded by Tressler.

Secretary Wollan collected and counted the ballots. Commission member Jane Trautman was elected as the Planning Commission Vice-Chairman.

5. A motion was made by Johnson to adjourn, seconded by Bensch. Motion Carried. Meeting adjourned.