

CITY OF JAMESTOWN
102 3rd Ave SE - Jamestown, ND 58401
Phone: 701-252-5900

MINUTES
Planning Commission – September 10, 2018 - 8:00 a.m.

MEMBERS PRESENT: Hillerud, Paulson, Frye, Rath, Bensch, Trautman, Bayer

MEMBERS ABSENT: Ritter, Rhinehart

OTHERS: Blackmore, Liebig, Phillips, Steele, Veil, Harty

1. Chairman Hillerud opened the meeting. Commission member Trautman made a motion to approve the minutes from the August 13, 2018 Planning Commission meeting. Seconded by Commission member Frye. Unanimous aye vote. Motion Carried.

2. Public Hearing: First Community Addition Final Plat

The final plat of First Community Addition, Lot 1, Block 1, a replat of Lots 1-6 and a vacated portion of the alley of Block 2 of Curtin's Second Addition within the SW ¼ of Section 36, T140N, R64W, Midway Township, Stutsman County, North Dakota. The property is located at 1021 3rd Ave SE.

Tim Magnusson, SRF Consulting Group, Inc. gave the staff report. He explained the utility easements and noted that the City Engineer has reviewed the plat and has determined that since all the utilities are already in place, the 10 foot easement requirement is not necessary in this case. A 5 foot utility easement is required and will be shown on the final plat drawing. No additional ROW is required, and this property should have minimal to no impact on the established traffic pattern in the surrounding area. No additional access is required to this site. The storm water application was submitted & reviewed. The applicant intends to use onsite rain gardens to capture any additional roof runoff from the proposed building addition.

Chairman Hillerud opened the public hearing. No one appeared. Chairman Hillerud closed the public hearing.

Commission member Trautman made a motion to accept the findings of staff and approve the final plat for First Community Addition to the City Council. Seconded by Commission member Rath. Roll Call. Unanimous aye vote. Motion Carried.

3. Public Hearing: Zone Change Request

Jamestown Original, Block 31, E 100 FT OF LOT 16 & 17 & E 100 FT OF S 20 FT OF LOT 18, City of Jamestown, Stutsman County, North Dakota from M-1, Limited Industrial and Manufacturing District to C-1, Local Commercial District. The property is located at 124 3rd Ave SE.

Tim Magnusson, SRF Consulting Group, Inc. gave the staff report. Currently, the building is zoned M-1, Limited Industrial and Manufacturing District. The applicant is requested to change the zone to C-1, Local Commercial District which would allow remodeling of the former church building into a single family residence. Discussion included that C-1 district allows residential use, M-1 district does not. No surrounding owners have protested the requested zone change. It was noted that the change in zoning remains in accordance with the 2015 Land Use & Transportation Plan.

Chairman Hillerud opened the public hearing.

Joseph Kraehenbuehl, 1205 5th Ave NW, applicant for the zone change, appeared to answer any questions the Commission may have. Jamison Veil, City Planning & Zoning Administrator, stated that both Mr. Kraehenbuehl and the current owner are listed on the application, and it appears the property will be sold to the applicant if the zone change is approved.

No one else appeared for the public hearing. Chairman Hillerud closed the public hearing.

Commission member Bayer made a motion to accept the findings of staff and recommend approval of the zone change from M-1, Limited Industrial and Manufacturing District to C-1, Local Commercial District for .275 acres, 124 3rd Ave SE, as it meets the requirements of Appendix C of the Jamestown Municipal Code, to the City Council. Seconded by Commission member Rath. Roll Call. Unanimous aye vote. Motion Carried.

4. Public Hearing: Stoudt Addition Preliminary Plat

The preliminary plat of Stoudt Addition, Lot 1, Block 1, a replat of a portion of Blocks 2 and 3 of Mall Woods Addition within the NE ¼ of Section 2, T139N, R64W, being within the City of Jamestown, Stutsman County, North Dakota. The property is located at 900 23rd St SW.

Tim Magnusson, SRF Consulting Group, Inc. gave the staff report and explained the applicant is seeking to re-plate parts of Blocks 2-3 of Mall Woods into a new 1.08 acre plat. The subject property is located north of 23rd St SW and East of 10th Ave SW, west of RM Stoudt Auto and North of the Buffalo Mall. Currently, the zone is C-2, General Commercial district and is vacant with a stormwater detention pond located on Block 3 and developed commercial property on Block 2. The total area of the plat is 1.08 acres. All adjacent land is also zoned C-2, General Commercial district. The subdivision is currently serviced by City utilities. Ten foot utility easements will be required along the north and south side of the property (along the public ROW) and no easement along the east and west boundary lines as reviewed by the City Engineer. The storm water management plan will also need to be submitted prior to final approval of the plat

Jamison Veil, City Planning & Zoning Administrator, said he will contact the surveyor to make sure these conditions are being handled.

Chairman Hillerud opened the public hearing. No one appeared. Chairman Hillerud closed the public hearing.

Commission member Trautman made a motion to accept the findings of staff and approve the preliminary plat for Stoudt Addition to the City Council with the following conditions:

- Require 10 foot utility easements only along the northern and southern boundaries of the parcel adjacent to the public ROW.
- Require a Stormwater Management plan be submitted for the plat.

Motion seconded by Commission member Rath. Roll Call. Unanimous aye vote. Motion Carried.

5. Continue discussion relating to possible text amendment of Sections 7, Parking and Loading, Appendix C.

Tim Magnusson, SRF Consulting Group, Inc. gave the staff report. He spoke about the 2015 Land Use & Transportation Plan that defined the downtown area and that making a few changes to the existing LUTP would be the easiest way to address the amendment.

Chairman Hillerud asked if there is any language in the ordinance that allows for any exceptions to the parking and loading section. Mr. Magnusson stated Individuals could request an amendment to the downtown district, on a case by case basis as off street parking is open to variance requests.

Commission member Bayer gave a scenario of someone utilizing a big building downtown and needing 50 spaces for parking, would we have anything in the ordinance for that type of situation. Mr. Magnusson stated that even though parking space is not required by the developer, they could still provide parking in the downtown district.

Chairman Hillerud stated since this item was not advertised as a public hearing there will be no motion needed. The public hearing for the text amendment of Sections 7, Parking and Loading, Appendix C will be held in October.

6. Continue discussion relating to possible text amendment of Subdivision Regulations, Appendix B. Mr. Magnusson said this item will be deferred to the October meeting since there has been no recommendation or opinion as yet from the City Attorney.
7. Motion made by Commission member Frye to adjourn, seconded by Paulson. Meeting adjourned.