

MANDAN PLANNING AND ZONING COMMISSION  
MANDAN CITY HALL  
November 25, 2019

The Planning and Zoning Commission of Mandan duly met in session in the meeting room of the Mandan City Hall on November 25, 2019, at 5:30 p.m. CDT.

**ROLL CALL**

Commissioners Present: Boehm, Klemisch, Klein, Knoll, Leingang, Renner, Frank, Camisa, Vayda, Robinson

Commissioners Absent: Helbling, Liepitz

*Commissioner Frank motions to approve the October 28, 2019 minutes. Commissioner Camisa seconds. Upon vote, the motion passes unanimously.*

**PUBLIC HEARINGS**

**1. A request from Val Renner and Janet Dykshoorn for final plat approval of Evergreen Heights Third Addition. Said property is part of Lot B of Auditor's Subdivision and Lot 1, Block 1, Evergreen Heights in the SW1/4 of Section 35, Township 139N, Range 81W. The property is located on the west side of Highway 1806 S.**

**A. Staff report**

John Van Dyke, city planner, presents.

Val Renner and Janet Dykshoorn are seeking to plat their property near 19<sup>th</sup> St. SE and S. 1806 for the purposes of commercial development. The subject property completed an annexation, preliminary plat, zone change to CA – Neighborhood Commercial, and masterplan subdivision review. The final plat totals 4.04 acres.

The preliminary plat was conditioned upon the vacation of an approach that would serve proposed Lot 3, Block 1 and a ten (10) foot utilities easement along 1806 S (See Exhibit 1). Both are addressed through the plat via easement and non-access line as seen in the final plat (See Exhibit 2).

Staff recommends an application for vacation to North Dakota Department of Transportation be filed as a condition of approval of the final plat and a plat note outlining this condition to be placed on the final plat prior to presentation to the Board of City Commissioners.

The final plat is found to meet the standards outlined in Sec. 109-2-6 (c) and the conditions placed upon the preliminary plat by the Board of City Commissioners.

Staff is recommending approval of the final plat as presented in Exhibit 2, subject to the condition outlined in Exhibit 3.

No comments from other departments were received regarding this final plat.

Engineering and Planning include one (1) condition as part of the final plat shown in Exhibit 3.

Engineering and Planning recommend to approve the request for final plat as presented in Exhibit 2 subject to the condition outlined in Exhibit 3.

Chair Robinson asks John if the NDDOT has been consulted. John says they have.

Commissioner Camisa would like to see a more explicit dedication statement to the public for utility easements. John says he will work the applicant on the language for that.

**B. Open public hearing**

There are no comments or questions.

**C. Close public hearing**

**D. Commission action.**

*Commissioner Camisa motions to recommend approval of the final plat. Commissioner Klein seconds. Upon vote, the motion passes unanimously.*

**OTHER BUSINESS**

**1. Update on zoning application procedures and zoning ordinance workgroup.**

The attached in Exhibit 1 contains a preliminary DRAFT code changes that would consolidate the various zoning application procedures into one location within the Zoning Chapter of the Mandan Code of Ordinances (MCO).

Presently, the full procedures are in many different places and to determine how to apply and what to expect through the process is unnecessarily difficult.

The proposed amendment is to ensure the application is clear to both staff and applicants.

Staff is asking Planning and Zoning Commission to review between now and the next meeting and to provide feedback on the information contained within this preliminary DRAFT ordinance amendment.

Staff intends to revise or address feedback received and present this amendment at the January 27, 2020 Planning and Zoning meeting.

Commissioner Frank thinks the questions on page 6 could be more open ended. Applicants will be more likely to answer yes or no and not provide details. John says it is required they provide explanations and it would be an incomplete application.

Commissioner Frank asks who will determine what is a natural, scenic, or historic feature that is important to the community as stated on page 8, letter f. John says that was taken from what is required for conditional or special use permits already. The Planning & Zoning Commission would be who determines. Commissioner Frank thinks it would be better to have it meet some kind of criteria. John says some of this language is taken from what was already in the ordinance. He can work on the language with the city attorney and now is the time to look at it, if anybody sees anything else in this ordinance.

Commissioner Frank questions if 6h on page 8 is necessary.

*John invites volunteers to consider serving on the Appeals Board. It is a relatively new board with 5 seats. There is 1 person on the board with 4 positions to fill.*

*Commissioner Leingang motions to adjourn. Commissioner Knoll seconds. Motion passes unanimously.*

*Meeting adjourns at 5:56 p.m.*