

**Kindred Planning & Zoning Commission Meeting Minutes**  
Wednesday, September 16<sup>th</sup>, 2020 ~ 6:30pm ~ Kindred City Hall

**1. Call to Order at 6:31pm**

Members present: Lammers, Kersting, Thompson, Mauch. Absent: Erickson.  
Others present: Auditor Arnaud, Christina Woller-Cornog.

**2. Approval of previous meeting minutes**

**Motion to approve the meeting minutes of 08-19-2020 by Kersting, second by Thompson; RCV – MP**

**3. Permit Report** – Five new building permits issued since last month. Building Inspector Mike Blevins has been working with City Council on a few properties within the community that are dangerous or in disrepair, issuing four nuisance notices thus far.

**4. Additions**

- **Zoning Map** – Last month ET Rep Mark Erickson reviewed newly printed zoning maps and noted an ET boundary line discrepancy from the 02/17/2010 zoning map that he has used for reference since then. The area of discussion is SW of city limits, located West about ½ mile on Highway 46; contains lots owned by Rustad's Gravel and two undeveloped parcels in Richland County. When reviewed by Moore Engineering, City Engineer Brandon Oye stated that the city chose to enforce ½ mile from city limits as the Extra Territorial limits, not the full mile that is allowed by ND Century Code. So land use regulations and building permitting on parcels within this ½ mile boundary are processed thru the City and not the Township. Using measurements from the farthest SW city limit point, it was determined that the quarter-quarter section in question is a majority within the ½ mile boundary (20.4 acres of a 35.7 quarter-quarter = 57% within) and should be included in the ET boundary. \*Emails and mapping documents presented. Discussion on including full quarter-quarter section or if it could be reduced to only included parcels. Board members Mauch, Lammers, & Erickson all stated they would be in favor of excluding this quarter-quarter section and to continue using the blue ET boundary line as presented on the 2010 zoning map. Discussed concerns of setting precedence for other partial sections around the boundary lines of the city. Asked Tabitha to further discuss with attorney.
- **Chair/Vice-Chair Positions** – Chair member Brian Lammers stated that due to his limited availability to often attend all meetings and extended length of time on the board, he would like to step back and let another member take the Chair Position. Discussion on attendance; Mauch has lead meetings as needed; Kersting has had many years on the P&Z board and sat on City Council previously as well.

**Motion to nominate Sue Kersting as Chair and Ben Mauch as Vice Chair of the Planning & Zoning Board by Erickson, second by Thompson; RCV – MP**

- **Building Move Permit** – Tabitha reported that a tentative new resident has applied for a Building Move Permit to move a mobile home from West Fargo to the Mobile Home Park in Kindred. Discussion of possible Special Meeting to schedule the required Public Hearing; board available if needed before next regular scheduled meeting.
- **Arnaud Accessory Structure** – About 3 years ago, a dilapidated 2<sup>nd</sup> accessory structure was taken down from the property. There is no existing record of a variance for the 2<sup>nd</sup> accessory structure when the remaining garage was constructed in the 70s. Arnaud questioned whether a new variance would be needed if a new storage shed of the same size was to be constructed on the existing cement slab from the building that was removed. The board agreed that a variance would be recommended.
- **Extra Territorial Representative** – Erickson shared that he intends to retire his position on the P&Z board after many years of service. The ET Rep has to live within the ½ mile of city limits, must apply with and be appointed by the Cass County Commission. Erickson introduced Christina (Tina) Woller-Cornog who has expressed interest in filling the vacancy. She lives South of Kindred on East River Road, meeting the residence requirement. She stated that she has a construction management degree and works in sales for D&M Industries. Tabitha stated that once the City and Cass County receive a resignation from Mark Erickson, Tina Woller-Cornog can submit an application to Cass County Commission and they would consider the nomination at one of their commission meetings.

**5. Adjournment**

**Motion to adjourn at 7:08pm by Thompson, second by Lammers; RCV – MP**

---

P&Z Board Member

---

Tabitha Arnaud, City Auditor

---

Date approved