

Kindred Planning & Zoning Commission Meeting Minutes
Wednesday, December 18th, 2019 – 6:30pm at Kindred City Hall

1. Call to Order at 6:34pm

Members present: Kersting, Erickson, Lammers, Thompson. Absent: Mauch.
Others present: Mayor DuBord, CMs Spelhaug, Peraza, & Stoddard; Auditor Arnaud; PWS Schock; Mitch Calkins, Lake Agassiz Regional Council; Michael & Jennifer Blevins, Midwest Inspection Services; Mark Ottis, PVI Developers; Anthony Sommerfeld, Moore Engineering.

2. Approval of previous meeting minutes

**Motion to approve the meeting minutes of 11-20-2019 by Thompson, second by Kersting;
RCV – MOTION PASSED**

3. Downtown Zoning Draft Review with Lake Agassiz Regional Council

Mitch Calkins (LARC) presented an updated draft for the downtown district zone and a summary of the discussion points and options from the Nov meeting. Discussed the following:

- Rear Setback: Current rear yard setbacks for existing structures were estimated using Cass County GIS Webmap and range from 25'-80'. Considering drainage, storage of propane or waste receptacles, and snow removal, board agreed a 40' rear setback would be acceptable noting the variance process option if exception is requested.
- Parking: No parking within side yards, unless it is a corner lot.
- Side Setback: Keep to lot line for max infill.
- Parcels to be included in Downtown District: Blocks 400 & 500, lots on North and South of Elm Street (to alleyways).
- Sign requirements: Examples provided of projecting signs in Fargo; all seem to stay within the width of the city sidewalk, except those signs that older. Since the sign issue is addressed within all zones, and the need to complete the Downtown district in a timely manner, Mitch will continue working on an update to the existing ordinance throughout all zones.
- Storage regulations, water and sewer requirements, definitions.

4. Newport Ridge 7th Addition

Anthony Sommerfeld, Moore Engineering, presented a preliminary plat for the 4th phase of development in NPR, the 7th Addition. 24 new lots would extend Cessna Ave northward, then eastward to end past Beechcraft Blvd. Most lots would be zoned SFRA-2, but lots 8-16 are about 185' in length and would be adjacent to the airport runway easement, so no other structures would be constructed between these lots and the runway. Developers are looking to create a new zone for these lots: SFRA-3 would allow a detached accessory/garage structure in the rear yard; that is not allowed within any other SFRA-1 or SFRA-2 zones. There would be no additional "hanger" homes, so a fence is looking to be placed along the residential taxiway and airport property. Discussed the rear/mid yard/driveway requirements. Will be looking to request public hearings for the new zone and preliminary plat.

5. Building Inspections/Permitting Services

Michael & Jennifer Blevins, Midwest Inspection Services, were introduced. They were approved by City Council on 12-04-2019 take over the building inspections and permitting duties for the City, as Moore Engineering has dissolved this department of their company. Moore Engineering will complete any open building permits taken before 12-16-2019, and Mr. Blevins will handle all permits after that date. Paperwork and payment routing will now be routed thru the auditor's office, allowing the City more information of the construction projects; MIS will have an office directly north of Kindred on County Road 15 at the I-94 intersection effective 2/1/2020.

6. Permit Report – One new permit issued for a new accessory structure.

7. Adjournment

Motion to adjourn at 7:48pm by Kersting, second by Erickson; RCV – MOTION PASSED

Tabitha Arnaud, City Auditor

P&Z Board Member

Date approved