



**CITY OF MOORHEAD  
PLANNING COMMISSION / BOARD OF ADJUSTMENTS  
MEETING MINUTES  
APRIL 03, 2019 AT 5:00 PM  
1ST FLOOR COUNCIL CHAMBERS, MOORHEAD CITY HALL**

Pursuant to due call and notice thereof, a regular meeting of the Planning Commission was held in the 1st Floor Council Chambers, Moorhead City Hall, on April 03, 2019, at 5:00 PM.

**Roll call of the members was made as follows:**

3rd Ward Council Member:	Joel Paulsen	Absent
Board Member:	Paul Krabbenhoft	Absent
Board Member:	Ben Hammer	Present
Board Member:	Jim Haney	Present
Board Member:	Matt Leiseth	Present
Board Member:	Nicole Mattson	Present
Board Member:	Timothy Stone	Present

**I. [Roll Call](#)**

**II. [Agenda](#)**

**Motion made to Approve made by Timothy Stone and seconded by Matt Leiseth**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

**III. Approval of Minutes**

1. [March 6, 2019](#)

**Motion made to Approve made by Jim Haney and seconded by Ben Hammer**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

**IV. Citizens To Be Heard**

**V. [Public Hearing -- Planning Commission](#)**

1. [Request of Oakport Holdings LLC for a final plat relating to Preserve on Broadway Addition](#)

**Motion made to Open Public Hearing made by Ben Hammer and seconded by Timothy Stone**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

Staff briefed commissioners on the request of the applicant. No additional comments have been received since approval of the preliminary plat at the March 6, 2019 meeting. Staff recommends approval to the City Council.

**Motion made to Close Public Hearing made by Matt Leiseth and seconded by Ben Hammer**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

**Motion made to recommend Approval made by Matt Leiseth and seconded by Ben Hammer**

Motion to recommend Approval of Request of Oakport Holdings LLC for a final plat relating to Preserve on Broadway Addition

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

2. [Request of EPIC Holdings, LLC for a conditional use permit to allow development in the 100-year Flood Fringe and a conditional use permit to allow excavation and/or fill in the Floodway for One 4th Street South.](#)

**Motion made to Open Public Hearing made by Timothy Stone and seconded by Matt Leiseth**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

Staff provided additional materials and briefed members on the request of the applicant. Request is for 2 CUPs. Two comments were received regarding parking and development in the flood plain. Staff recommends approval contingent upon the following:

1. Shall meet current engineering standards noted within FEMA Technical Bulletin 6-93, Technical Bulletin 10-01 and ASCE 24-14 Flood Resistant design and construction standards.
2. The area below Regulatory Flood Protection Elevation shall be used for vehicle parking and storage only.
3. No Rise Certification relating to excavation and/or fill in the FEMA Floodway required prior to the issuance of the Floodplain Permit.
4. The applicant shall submit a plan or document certified by a registered professional engineer or architect that the floodproofing measures are consistent with the regulatory flood protection elevation and associated flood factors for the particular area as well as floodproofing measures, in accordance with the Minnesota State Building Code and Moorhead City Code.
5. The applicant shall receive all applicable required federal, state and local permits including a Floodplain Development Permit.

Brian Pattengale, Houston Engineering, outlined the plans that EPIC Holdings has for the development.

Commissioner Hammer expressed concerns about floodway compaction and footing/foundation protections.

Arnie Kuhn, Riverside Condo Association President, stated he thought the area would look better once the project was completed but had some questions about traffic, special assessments, and the impact on adjacent properties.

City Manager Volkens suggested residents contact the developer directly with specific project-based questions.

**Motion made to Close Public Hearing made by Ben Hammer and seconded by Matt Leiseth**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

**Motion made to recommend Approval made by Matt Leiseth and seconded by Timothy Stone**

Motion to recommend Approval of Request of EPIC Holdings, LLC for a conditional use permit to allow development in the 100-year Flood Fringe and a conditional use permit to allow excavation and/or fill in the Floodway for One 4th Street South.

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

Chair Mattson's only concern was how excavation may affect 3rd Street traffic.

3. [Request of the City of Moorhead for text amendments to Title 10, Chapter 18 of the Moorhead City Code: Use Regulations \(Churches/religious institutions/group assembly in Residential, Commercial and Light Industrial Districts\)](#)

**Motion made to Open Public Hearing made by Timothy Stone and seconded by Matt Leiseth**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

Staff is requesting the item be tabled until the May 2019 Planning Commission meeting for further review.

**Motion made to Table Item 3 made by Ben Hammer and seconded by Timothy Stone**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

## VI. Other Business

MetroCOG Future Project Ideas – City Planner Huston reminded the Commissioners that if they had any suggestions, other than a Comprehensive Plan Update, to let her know.

## VII. [Reports / Information](#)

2018 Development Report – Chair Mattson requested that this item be posted to the City's website, if not already available.

## VIII. [Adjournment](#)

**Motion made to Adjourn at 5:25 p.m. made by Matt Leiseth and seconded by Ben Hammer**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

The proceedings of this meeting are digitally recorded and are available for public review.

APPROVED BY:

ATTEST:



\_\_\_\_\_  
Nicole Mattson  
Chair

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Robin Huston  
City Planner

*Respectfully submitted by:  
Mary Schmitt, Planning and Neighborhood Services*