



**CITY OF MOORHEAD  
PLANNING COMMISSION / BOARD OF ADJUSTMENTS  
MEETING MINUTES  
MAY 6, 2020 AT 5:00 PM**

Pursuant to due call and notice thereof, a regular meeting of the Planning Commission was held virtually from Moorhead City Hall, on May 6, 2020, at 5:00 PM.

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

Board Member, Ward 1:	Nicole Mattson	Present
Board Member, Ward 2:	Ben Hammer	Absent
Board Member, Ward 3:	Brent Behm	Present
Board Member, Ward 4:	James McKinstra	Absent
Board Member, At Large:	Timothy Stone	Present
Board Member, City Council:	Steve Lindaas	Present
Board Member, County Board:	Jim Haney	Present

**I. Roll Call**

**II. Agenda**

**Motion to Approve made by Timothy Stone and seconded by Steve Lindaas**

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

**III. Approval of Minutes**

1. March 4, 2020

**Motion to Approve made by Jim Haney and seconded by Steve Lindaas**

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

**IV. Citizens To Be Heard**

**V. Public Hearing – Planning Commission**

1. [Request of A. Jupic for the following considerations regarding 1015 30th Ave S:](#)

A. Rezoning from RC: Regional Commercial to CC: Community Commercial

**Motion to Open Public Hearing made by Timothy Stone and seconded by Jim Haney**

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

Staff briefed Commissioners on the request and stated the rezoning was requested to facilitate the reconfiguration of the existing property. No public comments were received and staff is recommending approval.

**Motion to Close Public Hearing made by Timothy Stone and seconded by Steve Lindaas**

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

**Motion to Approve made by Jim Haney and seconded by Steve Lindaas**

Request of A. Jupic to rezone 1015 30th Ave S from RC: Regional Commercial to CC: Community Commercial.

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

- B. Comprehensive Plan Amendment from Regional Commercial to Community Commercial

**Motion to Open Public Hearing made by Jim Haney and seconded by Timothy Stone**

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

**Motion to Close Public Hearing made by Brent Behm and seconded by Timothy Stone**

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

**Motion to Approve made by Timothy Stone and seconded by Jim Haney**

Request of A. Jupic for Comprehensive Plan Amendment from Regional Commercial to Community Commercial for 1015 30th Ave S.

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

2. [Request of City of Moorhead for a Conditional Use Permit for excavation and placement of fill and fencing within the Floodway Overlay District at 100 River Oaks Pt S \(Dog Park\)](#)

**Motion to Open Public Hearing made by Steve Lindaas and seconded by Jim Haney**

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

Staff briefed Commissioners on the request. The City of Moorhead plans to develop a new dog park at River Oaks Park. A CUP is required when there is excavation or placement of fill and fencing in the floodway. No public comments were received and staff is recommending approval.

Stone questioned if this area has ever flooded and staff confirmed that there has been flooding in the past.

**Motion to Close Public Hearing made by Jim Haney and seconded by Timothy Stone**

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

**Motion to Approve made by Timothy Stone and seconded by Steve Lindaas**

Request of City of Moorhead for a Conditional Use Permit for excavation and placement of fill and fencing within the Floodway Overlay District at 100 River Oaks Pt S (Dog Park) subject to the following conditions:

1. No-Rise Certification relating to excavation and placement of fill and fencing in the FEMA Floodway required prior to the issuance of the Floodplain Permit.
2. All required permits shall be obtained.

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

3. [Request of City of Moorhead for a Conditional Use Permit for excavation and placement fill and bike path within the Floodway Overlay District at 2951 Rivershore Dr S \(Blue Goose Trail segment\)](#)

**Motion to Open Public Hearing made by Steve Lindaas and seconded by Jim Haney**

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

Staff briefed Commissioners on the request. The City of Moorhead plans to construct the Blue Goose Trail segment which extends from the Bluestem Center For the Arts and Gooseberry Mound. The CUP is required when there is excavation or placement of fill and bike path in the floodway. No public comments were received and staff is recommending approval.

**Motion to Close Public Hearing made by Steve Lindaas and seconded by Jim Haney**

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

**Motion to Approve made by Steve Lindaas and seconded by Brent Behm**

Request of City of Moorhead for a Conditional Use Permit for excavation and placement fill and bike path within the Floodway Overlay District at 2951 Rivershore Dr S (Blue Goose Trail segment) subject to the following conditions:

1. No-Rise Certification relating to excavation and placement of fill and bike path in the FEMA Floodway required prior to the issuance of the Floodplain Permit.
2. All required permits shall be obtained.

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

4. [Request of Moorhead Area Public Schools for the following considerations regarding Moorhead Senior High School Third Addition](#)

A. Vacation of right-of-way and easements.

**Motion to Open Public Hearing made by Steve Lindaas and seconded by Timothy Stone**

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

Staff briefed Commissioners on the request. Moorhead Area Public Schools has received funding and approval to rebuild the high school. In order to do this, they need to vacate existing right-of-way and easements within their 4 parcels. In addition, the replat will combine the four parcels. No public comments have been received and staff is recommending approval.

**Motion to Close Public Hearing made by Jim Haney and seconded by Timothy Stone**

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

**Motion to Approve made by Brent Behm and seconded by Timothy Stone**

Request of Moorhead Area Public Schools for Vacation of right-of-way and easements for Moorhead Senior High School Third Addition subject to the following conditions:

1. Applicant/Owner is responsible for all rerouting and reestablishing easements for existing public and private utilities.
2. Applicant/Owner receives all required federal, state and local permits.

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

B. Preliminary Plat

**Motion to Open Public Hearing made by Timothy Stone and seconded by Jim Haney**

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

**Motion to Close Public Hearing made by Timothy Stone and seconded by Brent Behm**

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

**Motion to Approve made by Jim Haney and seconded by Steve Lindaas**

Request of Moorhead Area Public Schools for Preliminary Plat for Moorhead Senior High School Third Addition subject to the following conditions:

1. Applicant/Owner to address title issues prior to approval of the Final Plat.
2. Applicant/Owner to work with City to add 8-10 foot sidewalk/path from vacated 22<sup>nd</sup> St S to 2<sup>nd</sup> St S along 4<sup>th</sup> Ave S. to join existing path east of the 2<sup>nd</sup> St S.
3. Applicant/Owner shall provide easements, including, but not limited to:
  - a. 10 foot drainage and utility easement along 4<sup>th</sup> Ave S, and
  - b. Private and public utility easements along and in the vacated portion of 22<sup>nd</sup> St S where existing utilities are to remain.
  - c. Other easements, where required.
4. Applicant/Owner shall receive all required federal, state and local permits.

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

**VI. Reports / Information**

**VII. Adjournment**

**Motion to Adjourn at 5:49 p.m. made by Jim Haney and seconded by Timothy Stone**

*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:



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Nicole Mattson  
Chair

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Robin Huston  
City Planner

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