



**CITY OF MOORHEAD
PLANNING COMMISSION / BOARD OF ADJUSTMENTS
MEETING MINUTES
DECEMBER 5, 2018 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 December 5, 2018, at 5:00 PM.

Roll call of the members was made as follows:

3rd Ward Council Member:	Alternate - Chuck Hendrickson	Present
Board Member:	Paul Krabbenhoft	Present
Board Member:	Roger Buscher	Present
Board Member:	Ben Hammer	Present
Board Member:	Jim Haney	Present
Board Member:	Matt Leiseth	Present
Board Member:	Nicole Mattson	Present

I. Roll Call

Minutes: Staff introduced the new City Planner, Robin Huston, and also acknowledged that Joel Paulsen has been selected as one of Prairie Business Magazine's 40 under 40 of the top business professionals under the age of 40 in the northern Plains.

II. Agenda Amendments

Minutes: No amendments to the agenda.

Motion to Approve the Agenda made by Chuck Hendrickson and seconded by Ben Hammer

Motion to Approve Agenda

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

III. Approval of Minutes

1. October 3, 2018

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

Motion to Approve 1. October 3, 2018

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

2. [November 7, 2018](#)

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

Motion to Approve 2. November 7, 2018

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

IV. [Citizens To Be Heard](#)

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

1. [Request of J. Watkins for a Conditional Use Permit to allow construction of a 1,600 square foot garage at 1812 56th Ave N](#)

Motion made to Open Public Hearing made by Roger Buscher and seconded by Chuck Hendrickson

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

Minutes: Staff briefed the commissioners on the request and is recommending approval to the council. A flood plain permit is required by FEMA. Notifications were sent to surrounding property owners and published in the FM Extra and no comments were received. Staff recommends approval of the CUP contingent on the following conditions:

1. Maximum accessory structure size shall be 1,600 square feet.
2. Applicant shall receive a Floodplain Development Permit and construct the garage to the regulatory flood protection elevation (897.2 feet).
3. The exterior of the accessory structure shall be of materials similar to those on the house and attached garage.
4. All required permits shall be obtained.

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

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

Motion made to Approve made by Matt Leiseth and seconded by Nicole Mattson

Motion to Approve request of J. Watkins for a Conditional Use Permit to allow construction of a 1,600 square foot garage at 1812 56th Ave N contingent on the following conditions:

1. Maximum accessory structure size shall be 1,600 square feet.
2. Applicant shall receive a Floodplain Development Permit and construct the garage to the regulatory flood protection elevation (897.2 feet).
3. The exterior of the accessory structure shall be of materials similar to those on the house and attached garage.
4. All required permits shall be obtained.

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

VI. Other Business

1. [5-Year Capital Improvement Program](#)

Minutes: PC reviews the 5-year Capital Improvement program on a yearly basis, making sure the plan is consistent with the Comprehensive Plan. Staff is recommending approval of the resolution.

Motion made to Approve made by Ben Hammer and seconded by Matt Leiseth

Motion to Approve Resolution

Motion Passed: For: 7; Against: 0; Abstain: 0; Absent: 0

VII. [Reports / Information](#)

VIII. Adjournment

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

APPROVED BY:

ATTEST:



Paul Krabbenhoft
Chair

Robin Huston
City Planner

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