

**City of Moorhead
Oakport Joint Powers Board
Meeting Minutes
September 6, 2011 at 7:30 AM
Basement East Conference Room, Moorhead City Hall**

Pursuant to due call and notice thereof, a special meeting of the Oakport Joint Powers Board was held in the Basement East Conference Room, Moorhead City Hall, on September 6, 2011, at 7:30 AM.

Roll call of the members was made as follows:

Board Member:	Jeff Schaumann	Present
Board Member:	Kevin Campbell	Present
Board Member:	Carolyn Kastella	Present
1st Ward Council Member:	Nancy Otto	Present
1st Ward Council Member:	Luther Stueland	Present
Board Member:	Grant Weyland	Present

Others Present:

Kristie Leshovsky, City Planner
Mary Schmitt, Office Specialist
Harley Blegen, SK Specialty Food Processing

1. Call meeting to Order/Roll Call

2. Approval of Minutes

A August 24, 2011

Motion to Approve made by Grant Weyland and seconded by Nancy Otto

Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 0

3. Citizens To Be Heard

There were no citizens to be heard.

4. Agenda Amendments

There were no amendments to the agenda.

5. Other Business

A Request of SK Food Specialty Processing, Inc. for a Conditional Use Permit to allow for a warehouse addition to a legal nonconforming business at 4210 Highway 75 North

Minutes: The applicant is requesting a conditional use permit to construct an 11,430 square foot warehouse addition. The warehouse addition would allow for additional storage capacity for these commodities so that off-site storage facilities and related transportation would not be needed – making for a more efficient operation.

SK Food received a conditional use permit from the Joint Powers Board in 2003 to allow for a 5,535 building expansion and construction of storage bins and a grain dryer.

The site plan meets setback requirements for the Transitional district.

The applicant's proposal would increase the lot coverage from 5.6% to 6.8%, which is less than the 10% maximum allowed in the Transitional district.

There are no additional off street parking spaces required for the proposed warehouse expansion.

Otto questioned how traffic would be affected on the Hwy 75 corridor. Harley Blegen, SK Foods, stated that traffic would primarily utilize Wall Street.

Staff recommends that the Oakport Joint Powers Board approve the request of SK Food for a Conditional Use Permit to allow the expansion of that facility within Tract 3 of the Oakport Joint Powers District contingent upon the following:

1. The building addition footprint does not exceed 11,500 square feet in size.
2. Applicant receives all required permits.

Motion to Approve made by Grant Weyland and seconded by Luther Stueland

Request of SK Food Specialty Processing, Inc. for a Conditional Use Permit to allow for a warehouse addition to a legal nonconforming business at 4210 Highway 75 North approved contingent upon the following:

1. The building addition footprint does not exceed 11,500 square feet in size.
2. Applicant receives all required permits.

Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 0

In other business, Otto discussed the formation of a sub-committee to discuss the 2015 annexation of tract 2. Otto identified items that need planning and communication. Otto and Schaumann will communicate with the City Manager and schedule meeting for September.

6. Adjournment

Minutes: Meeting adjourned at 8:15.

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

Respectfully submitted by:

Mary L. Schmitt, Community Services