



**CITY OF MOORHEAD
PLANNING COMMISSION / BOARD OF ADJUSTMENTS
MEETING MINUTES
MARCH 06, 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 March 06, 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:	Timothy Stone	Present
Board Member:	Ben Hammer	Present
Board Member:	Jim Haney	Present
Board Member:	Matt Leiseth	Present
Board Member:	Nicole Mattson	Present

I. [Roll Call](#)

II. [Agenda](#)

Motion made to Approve made by Jim Haney and seconded by Matt Leiseth

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

III. [Approval of Minutes](#)

1. [January 2, 2019](#)

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

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

IV. Citizens To Be Heard

V. Public Hearing -- Board of Adjustments

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

1. [Request of J. Magelky for Eventide Senior Living Communities for vacation of two easements within Annete's First Addition.](#)

Motion made to Open Public Hearing made by Matt Leiseth and seconded by Jim Haney

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

Staff briefed the commission on the applicant's request. Notices were sent to affected property owners and published in the FM Extra for two consecutive weeks with no comments received. Staff recommended approval contingent upon the following conditions:

1. Verification if the City can vacate the sewer easement for 1401 8th Street S., as requested. If the easement must remain public, the City will maintain the north 10-foot part of the easement or if the Eventide addition cannot accommodate this, the owner/applicant will need to move this service to extend down 14th Avenue S.; and
2. The owner/applicant is responsible for all rerouting and reestablishing easements for existing public and private utilities.
3. Owner/applicant receives all required federal, state and local permits.

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

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

Motion made to recommend approval by Matt Leiseth and seconded by Ben Hammer

Motion to recommend approval of request of J. Magelky for Eventide Senior Living Communities for vacation of two easements within Annete's First Addition contingent on the following conditions:

1. Verification if the City can vacate the sewer easement for 1401 8th Street S., as requested. If the easement must remain public, the City will maintain the north 10-foot part of the easement or if the Eventide addition cannot accommodate this, the owner/applicant will need to move this service to extend down 14th Avenue S.; and
2. The owner/applicant is responsible for all rerouting and reestablishing easements for existing public and private utilities.
3. Owner/applicant receives all required federal, state and local permits.

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

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

Motion made to Open Public Hearing made by Jim Haney and seconded by Ben Hammer

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

Staff briefed the commission on the applicant's request and recommended approval of the Preliminary Plat for Preserve on Broadway Addition with the following waivers and contingent on the following conditions:

1. Waive cul-de-sac length (Section 11-5-5L);
 2. Waive curb and gutter requirement (Section 11-5-7P);
 3. Waive sidewalk requirement (Section 11-5-8);
 4. Waive boulevard tree requirement (Section 11-5-10);
 5. Waive street lighting (Chapter 12, City Charter/Street Light Policy).
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1. Utility and drainage easements be provided, as needed.
 2. Show/update all public easements, as needed.
 3. Update street names (68th Avenue NW to 69th Avenue NW), as needed.

4. Add and revise plat items (signatures, dates, LOMR note, etc.), as needed.
5. Owner shall enter into a developer's agreement with the City of Moorhead.
6. Owner shall receive all required federal, state and local permits.

Jeff Schaumann, applicant, spoke to the Commission regarding the good comments received so far regarding location and lot sizes.

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 by Matt Leiseth and seconded by Timothy Stone

Motion to recommend approval of request of Oakport Holdings, LLC for a preliminary plat relating to Preserve on Broadway Addition with the following waivers and conditions:

1. Waive cul-de-sac length (Section 11-5-5L);
 2. Waive curb and gutter requirement (Section 11-5-7P);
 3. Waive sidewalk requirement (Section 11-5-8);
 4. Waive boulevard tree requirement (Section 11-5-10);
 5. Waive street lighting (Chapter 12, City Charter/Street Light Policy).
-
1. Utility and drainage easements be provided, as needed.
 2. Show/update all public easements, as needed.
 3. Update street names (68th Avenue NW to 69th Avenue NW), as needed.
 4. Add and revise plat items (signatures, dates, LOMR note, etc.), as needed.
 5. Owner shall enter into a developer's agreement with the City of Moorhead.
 6. Owner shall receive all required federal, state and local permits.

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

VII. Other Business

VIII. Reports / Information

1. [Final By-laws](#)
2. [Minnesota Planning Newsletter January - March 2019](#)

IX. [Adjournment](#)

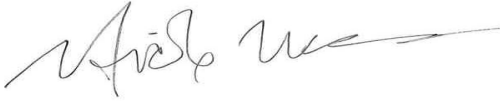
Motion made to Adjourn made by Ben Hammer and seconded by Timothy Stone.

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:



Nicole Mattson
Chair

Robin Huston
City Planner

Respectfully submitted by:
Mary Schmitt, Planning and Neighborhood Services