



**CITY OF MOORHEAD
PLANNING COMMISSION / BOARD OF ADJUSTMENTS
MEETING MINUTES
DECEMBER 04, 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 December 04, 2019, at 5:00 PM.

Roll call of the members was made as follows:

3rd Ward Council Member:

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](#)

Chair Mattson added an update on the parking issues brought up at the last meeting under Reports/Information.

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

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

III. Approval of Minutes

1. [November 6, 2019](#)

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

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

IV. Citizens To Be Heard

V. Other Business

1. [Resolution 2019-09 - Five Year Capital Improvement Plan - 2020-2024](#)

Staff requested the Planning Commission review the transportation projects planned for 2020-2024 and mentioned this review is done annually. Staff stated the projects are consistent with the 2004 Comprehensive Plan and the 2009 Update to the Plan and recommends approval. Chair Mattson questioned the 34th St S project scheduled for 2024. Tom Trowbridge, Assistant City Engineering, explained that due to the age, funding, and condition of the road, it is planned to be improved in 2024 but projects that are scheduled further out do not have all the details determined yet. He stated this project will likely be phased into three projects – 4th Ave N to 28th Ave N (in partnership with Dilworth), 4th Ave N to 4th Ave S and south of 4th Ave S.

Motion made to Approve Resolution 2019-09 finding projects noted in the 2020-2024 Capital Improvement Plan consistent with the 2004/2009 Comprehensive Plan made by Matt Leiseth and seconded by Timothy Stone

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

VI. Reports / Information

1. 2020 Meeting Dates

Staff provided the 2020 meeting dates noting two changes to the regular first Wednesday meeting schedule: Tuesday, January 7 and Wednesday, July 8 due to holidays. Staff also mentioned both Matt Leiseth & Paul Krabbenhoft will end their terms January 31, but are willing to serve until replaced, and thanked them for their service.

2. 2019 Development Update

3. Planning Commission Application

Staff mentioned the Planning Commission will be getting three new members in 2020 with a new City Council appointment and new members from Ward 3 & 4. Staff also mentioned the Commission application is in the packet but also available on the City website.

4. Planning Minnesota Newsletter, July – December

5. Junkyard Brewing Parking Update

Chair Mattson gave an update on the parking situation near Junkyard Brewery that came up at the last meeting by stating a “No Parking” sign has been installed at the east corner of 15th St N and 1st Ave N between the parking lot approach and corner. She also mentioned a street light was installed mid-block on the west side of 15th St N to help with pedestrian crossing. In addition, she stated Junkyard is talking to other property owners about petitioning to add additional “No Parking” signs along the western side of 15th St N

VII. Adjournment

Motion made to Adjourn at 5:11 pm made by Ben Hammer and seconded by Jim Haney

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*