



**CITY OF MOORHEAD  
PLANNING COMMISSION / BOARD OF ADJUSTMENT  
MEETING MINUTES  
September 1, 2021 AT 5:00 PM  
HJEMKOMST CENTER AUDITORIUM**

Pursuant to due call and notice thereof, a regular meeting of the Planning Commission was held in the Hjemkomst Center Auditorium on Wednesday September 1, 2021 at 5:00 PM.

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

Board Member, Ward 1:	Nicole Mattson	Absent
Board Member, Ward 2:	Steve Moore	Present
Board Member, Ward 3:	Brent Behm	Present
Board Member, Ward 4:	Ezzat Haider	Present
Board Member, At-Large:	Tim Stone	Present
Board Member, City Council:	Steve Lindaas	Present
Board Member, County Board:	Jenna Kahly	Present

**I. Roll Call**

Chair Tim Stone called the meeting to order and attendance was noted.

**II. Agenda**

**Motion to Approve by Steve Lindaas and seconded by Jenna Kahly.**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

**III. Approval of Minutes**

**1. August 1, 2021**

**Motion to Approve by Brent Behm and seconded by Ezzat Haider.**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

**IV. Citizens to be Heard**

None

**V. Public Hearing – Planning Commission**

**1. Request of Prairie Hill Investments, LLC for the following actions:**

- A. Vacation of Right of Way and Easements within Village Green 6<sup>th</sup> Addition**
- B. Preliminary and Final Plat for Village Green 7<sup>th</sup> Addition**

**Motion to Open Public Hearing by Brent Behm and seconded by Steve Moore.**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

Staff briefed Commission on the request that changes two cul-de-sacs into a through street, vacation of associated easements and a replat of a portion of Village Green 6<sup>th</sup> Addition. Cul-de-sacs have previously been a point of discussion due to challenges for Public Works

regarding snow removal impacting added workload and cost to remove snow from these areas. Public Works is supportive of the request to remove cul-de-sacs and improve connectivity.

One public comment was received prior to the public hearing in opposition to the request citing increased density and traffic concerns.

Staff recommended approval of the following:

1. Vacation of Right-of-Way and Easements and Related Findings of Fact in Village Green 6<sup>th</sup> Addition contingent on the following:
  - a. Owner/Applicant is responsible for all rerouting and reestablishing easements for existing utilities.
  - b. Owner/Applicant to receive all required federal, state and local permits.
2. Preliminary and Final Plat of Village Green 7<sup>th</sup> Addition contingent on the following:
  - a. Utility and drainage easements shall be provided, as needed.
    - i. A five-foot utility easement is required along interior side lot lines except for the zero setback lot lines planned for twin homes on Lots 3-6 on Block 1 and Block 2.
  - b. Remove County Engineer's Signature Block.
  - c. Owner shall enter into a developer's agreement with the City of Moorhead.
  - d. Owner shall receive all required federal, state and local permits.

**Motion to Close Public Hearing by Steve Lindaas and seconded by Jenna Kahly.**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

**Motion to recommend approval of the following requests and related Findings of Fact to City Council for 1) Right of Way and Easement Vacation and 2) Preliminary & Final Plat of Village Green 7<sup>th</sup> Addition by Steve Lindaas and seconded by Brent Behm contingent upon the following conditions:**

1. Vacation of Right-of-Way and Easements and Related Findings of Fact in Village Green 6<sup>th</sup> Addition contingent on the following:
  - a. Owner/Applicant is responsible for all rerouting and reestablishing easements for existing utilities.
  - b. Owner/Applicant to receive all required federal, state and local permits.
2. Preliminary and Final Plat of Village Green 7<sup>th</sup> Addition contingent on the following:
  - a. Utility and drainage easements shall be provided, as needed.
    - i. A five-foot utility easement is required along interior side lot lines except for the zero setback lot lines planned for twin homes on Lots 3-6 on Block 1 and Block 2.
  - b. Remove County Engineer's Signature Block.
  - c. Owner shall enter into a developer's agreement with the City of Moorhead.
  - d. Owner shall receive all required federal, state and local permits.

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

**2. Request of Sterling Development Group 4, LLC for a Rezone from RMD-2: Residential Moderate Density-2 to MU-1: Downtown Mixed Use at 801 2<sup>nd</sup> Ave N.**

**Motion to Open Public Hearing by Brent Behm and seconded by Steve Moore.**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

Staff briefed Commission on the rezoning request to redevelop the former Fairmont Creamery/Eventide Senior Living facility for an adaptive re-use multi-family project at 801 2<sup>nd</sup> Ave N from RMD-2: Residential Moderate Density-2 to MU-1: Downtown Mixed Use which aligns with the Downtown Moorhead Master Plan and Current Comprehensive Plan update.

No public comments were received.

Staff recommended approval of the Rezoning from RMD-2: Residential Moderate Density-2 to MU-1: Downtown Mixed Use.

**Motion to Close Public Hearing by Steve Lindaas and seconded by Steve Moore.**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

**Motion to recommend approval to the City Council of the Rezoning request from RMD-2: Residential Moderate Density-2 to MU-1: Downtown Mixed Use at 801 2<sup>nd</sup> Ave N by Steve Lindaas and seconded by Brent Behm:**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

**VI. Other Business**

**1. Request of C. Tepley to Amend Council Recommendation for the 815 Main Ave Rezoning Request (CC: Community Commercial to MU-1: Downtown Mixed Use).**

Staff provided a history of the request and process to reconsider the motion.

Applicant C. Tepley provided background and data regarding parking, which was a concern at the July 7, 2021 Planning Commission meeting.

Members considered the criteria and asked additional questions of the applicant.

**Motion to amend the original motion recommending denial to an approval recommendation to the City Council for the Rezoning request from CC: Community Commercial to MU-1: Downtown Mixed Use at 801 2<sup>nd</sup> Ave N by Brent Behm and seconded by Jenna Kahly:**

*Motion Passed: For: 4; Against: 0; Abstain: 2(Lindaas & Moore were absent at the original hearing); Absent: 1*

**2. Review and Recommend Approval of Proposed Sheep Grazing Pilot Program.**

Staff provided an overview of a draft ordinance that introduced a pilot program that would allow sheep to graze on parcels that are one acre or greater. The draft ordinance/pilot program was developed in response to an inquiry from Harvest Hope Farms and Audubon Dakota to establish a grazing area to help manage a newly developed native prairie that is part of the Urban Woods and Prairies Initiative along the Red River near Wall Street Ave N. This request has also received favorable support from Buffalo-Red River Watershed District, the landowner of the Oakport Prairie.

**Motion to recommend approval to the City Council of the Draft Ordinance that Establishes a Sheep Grazing Pilot Program by Jenna Kahly and seconded by Steve Moore:**

*Motion Passed: For: 5; Against: 1(Haider); Abstain: 0; Absent: 1*

**3. Planning Commission & Board of Adjustment By-Law Updates (2022 Meeting Day and Time Changes).**

Staff provided the amended Planning Commission & Board of Adjustment By-Laws with updates to facilitate changes to the meeting day, time and location to the first Mondays at 5:30 PM at the Hjemkomst Center Auditorium for 2022.

**Motion to recommend approval of the proposed By-Law Updates that changes Meeting Day and Times by Brent Behm and seconded by Steve Moore:**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 1*

**VII. Reports / Information**


City Planner Huston noted that there would be joint meeting with the Parks Advisory Board to hear a presentation from Stantec on the Comprehensive Plan Update.

**VIII. Adjournment**

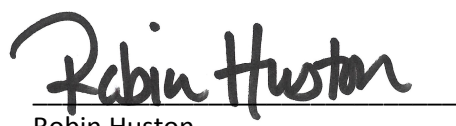
**Motion to Adjourn at 6:06 pm by Jenna Kahly and seconded by Steve Lindaas.**

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

APPROVED BY:

  
Timothy Stone  
Chair

ATTEST:

  
Robin Huston  
City Planner / Zoning Administrator

*Respectfully submitted by:*  
*Kim Citrowske, Assistant City Planner*