



**CITY OF MOORHEAD
PLANNING COMMISSION / BOARD OF ADJUSTMENT
VIRTUAL MEETING MINUTES
MARCH 3, 2021 AT 5:00 PM**

Pursuant to due call and notice thereof, a regular meeting of the Planning Commission was held virtually from Moorhead City Hall on March 3, 2021 at 5:00 PM.

Roll call of members was made as follows:

Board Member, Ward 1:	Nicole Mattson	Present
Board Member, Ward 2:	Steve Moore	Present
Board Member, Ward 3:	Brent Behm	Absent
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

Oath of Office

Staff welcomed new commissioners: Steve Moore, representing Ward 2, Ezzat Haider, representing Ward 4 and Jenna Kahley, representing the Clay County Commission and reminded them to complete the oath of office and return to staff.

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. January 13, 2021

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

Motion Passed: For: 4; Against: 0; Abstain: 2 (Moore & Haider); Absent: 1

IV. Citizens to be Heard

None

V. Public Hearing – Planning Commission

1. Request of Enclave Development LLC for a Conditional Use Permit to exceed height limit in MU-3: Commercial Mixed Use at 900 30th Ave S.

Motion to Open Public Hearing by Ezzat Haider and seconded by Jenna Kahly.

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

Staff briefed Commission on the request to exceed the 45 feet height limit in the MU-3 zoning district to build a 61.33 foot tall, 5-story multi-family building that includes some affordable housing units. The original design included 4 stories with underground parking. High water table and poor soil conditions were found onsite, requiring the underground garage to be elevated to ground level resulting in the CUP request to accommodate the additional story.

One public comment was submitted prior to the meeting from J. Muller with Muscatell Suburu at 2911 and 2951 11th St S expressing site design concerns in response to the increase in building height request.

Staff recommended approval of the Conditional Use Permit and related Findings of Fact with the following conditions:

1. Maximum height permitted shall be 62 feet.
2. Applicant to provide and record separately requested MPS easement between 828 & 900 30th Ave S properties.
3. Applicant to provide and record separately 10-foot utility easement along 30th Ave S
4. Applicant to receive all 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 Conditional Use Permit to exceed 45-foot height limit in MU-3 Commercial Mixed Use and related Findings of Fact by Steve Lindaas and seconded by Jenna Kahly, contingent upon the following conditions:

1. Maximum height permitted shall be 62 feet.
2. Applicant to provide and record separately requested MPS easement between 828 & 900 30th Ave S properties.
3. Applicant to provide and record separately 10-foot utility easement along 30th Ave S
4. Applicant to receive all federal, state and local permits.

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

2. **Request of Prairie Parkway LLC for actions relating to Prairie Parkway 1st Addition:**
 - A. Rezone Lots within Prairie Parkway 1st Addition from TZ: Transitional and P: Public Open Space to RLD-3: Residential Low Density-3, RMD-2: Residential Moderate Density-2 and MU-3: Commercial Mixed Use**
 - B. Amend the Comprehensive Plan future land use map within Prairie Parkway 1st Addition from High Density Residential and Public / Institutional to Low Density Residential, Medium Density Residential and Mixed Use**
 - C. Final Plat of Prairie Parkway 1st Addition**

Motion to Remove Items A and B from the Table by Steve Lindaas and seconded by Jenna Kahly.

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

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

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

Staff briefed Commission on the request for final plat of a 31.5 acre subdivision to be called Prairie Parkway 1st Addition and related rezoning and comprehensive plan amendment to support single and multi-family residential and mixed use development.

One public comment was submitted prior to the meeting from G. Moore , 25th St S, who was concerned about the three properties that would abut her property and asked if the developer would consider placing a fence barrier.

Staff recommended approval of the rezone, comprehensive plan amendment and final plat subject to the following conditions:

1. Utility and drainage easements shall be provided, as needed.
 - a. 10 foot easements are required along front and rear lot lines along shared side lot lines (5 feet on each side).
2. "14 foot pedestrian access easement" should be labeled "14 foot shared use path access easement" to include multi-modes of non-motorized travel.
3. On the plat drawing, the curve table should be expanded to include measurements for the curves in each lot. A chord bearing measurement (distance) should also be included.
4. Owner shall enter into a developer's agreement with the City of Moorhead.
5. 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 Rezoning from P: Public Open Space and TZ: Transitional to RLD-3: Residential Low Density-3, RMD-2: Residential Moderate Density-2 and MU-3: Commercial Mixed Use land within Prairie Parkway 1st Addition by Steve Lindaas and seconded by Jenna Kahly.

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

Motion to recommend Approval of Comprehensive Plan Amendment from High Density Residential and Public/Institutional to Low Density Residential, Medium Density Residential and Mixed Use within Prairie Parkway 1st Addition by Steve Lindaas and seconded by Jenna Kahly.

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

Motion to recommend Approval of Final Plat of Prairie Parkway 1st Addition by Steve Lindaas and seconded by Jenna Kahly, contingent upon the following conditions:

1. Utility and drainage easements shall be provided, as needed.
 - a. 10 foot easements are required along front and rear lot lines along shared side lot lines (5 feet on each side).
2. "14 foot pedestrian access easement" should be labeled "14 foot shared use path access easement" to include multi-modes of non-motorized travel.

3. On the plat drawing, the curve table should be expanded to include measurements for the curves in each lot. A chord bearing measurement (distance) should also be included.
4. Owner shall enter into a developer's agreement with the City of Moorhead.
5. Owner shall receive all required federal, state and local permits.

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

3. Request of S. Kraft for a Conditional Use Permit for a Self-Storage Facility at 2400 8th Ave N

Motion to Open Public Hearing by Ezzat Haider and seconded by Jenna Kahly.

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

Staff briefed Commission on the request for a Conditional Use Permit to allow a self-storage facility in the CC: Community Commercial zoning district.

No public comments were received regarding this request.

Staff recommended approval of the Conditional Use Permit to allow a self-storage facility in CC: Community Commercial and related Findings of Fact subject to the following conditions:

1. Site should be screened by a minimum 6-foot solid fence, landscape buffer or combination as approved by the City Planner.
2. No exterior storage shall be visible from 8th Ave N.
3. Truck traffic limited to 8th Ave N access unless remaining parcel rezoned from residential district.
4. Lighting for the facility must be hooded or controlled in some manner to prevent light from spilling over onto neighboring parcels.
5. Site excavation and development must not interfere with or be within the Moorhead Public Service utility easement along the east side of the property.
6. To avoid conflicts with MPS, stormwater pond excavation to stay within property boundaries and privately maintained.
7. Applicant to provide a 10-foot drainage and utility easement adjacent to the 8th Avenue right of way.
8. Proposed access to TH 75 to be approved by MnDOT.
9. Additional access points to 8th Avenue N to be approved by City Engineer.
10. Applicant to receive all 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 Conditional Use Permit for self-storage in CC: Community Commercial and Related Findings of Fact by Steve Lindaas and seconded by Jenna Kahly, contingent upon the following conditions:

1. Site should be screened by a minimum 6-foot solid fence, landscape buffer or combination as approved by the City Planner.
2. No exterior storage shall be visible from 8th Ave N.

3. Truck traffic limited to 8th Ave N access unless remaining parcel rezoned from residential district.
4. Lighting for the facility must be hooded or controlled in some manner to prevent light from spilling over onto neighboring parcels.
5. Site excavation and development must not interfere with or be within the Moorhead Public Service utility easement along the east side of the property.
6. To avoid conflicts with MPS, stormwater pond excavation to stay within property boundaries and privately maintained.
7. Applicant to provide a 10-foot drainage and utility easement adjacent to the 8th Avenue right of way.
8. Proposed access to TH 75 to be approved by MnDOT.
9. Additional access points to 8th Avenue N to be approved by City Engineer.
10. Applicant to receive all federal, state and local permits.

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

4. **Request of Diamond Rock LLC for actions relating to 2724 12th Ave S:**
 - A. **Rezoning from NC: Neighborhood Commercial to CC: Community Commercial**
 - B. **Comprehensive Plan Amendment from Low Density Residential to Community Commercial**

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

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

Staff briefed Commission on the request for the rezone and comprehensive plan amendment to develop the 83,178 square foot parcel with a vacant residential structure.

J. Folden, Appletree Ln, submitted a comment stating she was concerned about her view and preserving the existing trees. Staff mentioned to her that these concerns could be addressed during the required Conditional Use Permit review.

Staff recommended approval of the rezone and comprehensive plan.

S. Manthe, Hawley, submitted procedural and process questions via email during the public hearing.

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 Rezone from NC: Neighborhood Commercial to CC: Community Commercial by Steve Lindaas and seconded by Jenna Kahly.

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

Motion to recommend Approval of Comprehensive Plan Amendment from Low Density Residential to Community Commercial by Steve Lindaas and seconded by Jenna Kahly.

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

VI. Other Business

None

VII. Reports / Information

None

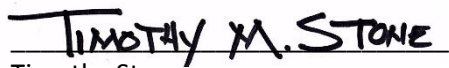
VIII. Adjournment

Motion to Adjourn at 6:00 pm by Steve Lindaas and seconded by Jenna Kahly.


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

APPROVED BY:

ATTEST:



Timothy Stone
Chair



Robin Huston
City Planner / Zoning Administrator

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