



**CITY OF MOORHEAD  
PLANNING COMMISSION / BOARD OF ADJUSTMENT  
MEETING MINUTES  
DECEMBER 2, 2020 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 December 2, 2020, at 5:00 PM.

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

Board Member, Ward 1:	Nicole Mattson	Present
Board Member, Ward 2:	Ben Hammer	Present
Board Member, Ward 3:	Brent Behm	Present
Board Member, Ward 4:	James McKinstra	Absent
Board Member, At Large:	Timothy Stone	Present
Board Member, City Council:	Steve Lindaas	Present
Board Member, County Board:	Jim Haney	Present

**I. Roll Call**

Chair Nicole Mattson called the meeting to order at 5:02 PM

**II. Agenda**

**Motion to Approve made by Tim Stone and seconded by Brent Behm.**

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

**III. Approval of Minutes**

There were no minutes submitted for consideration due to the unexpected passing of Office Specialist Mary Schmitt, who was a valuable member of the Community Development team. Condolences were shared by members in attendance.

**IV. Citizens To Be Heard**

None.

**V. Public Hearing – Planning Commission**

**1. Request of Ignite Church for a Conditional Use Permit for a Religious Institution at 925 30<sup>th</sup> Ave S**

**Motion to Open the Public Hearing made by Tim Stone and seconded by Brent Behm.**

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

Staff briefed Commissioners on the request for a Conditional Use Permit. Mark Tangquist, the applicant's representative, was present to answer questions on the request.

No public comments were received.

Staff recommends approval.

**Motion to Close the Public Hearing made by Tim Stone and seconded by Brent Behm.**

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

**Motion to Approve the Request for a Conditional Use Permit for a Religious Institution at 925 30<sup>th</sup> Ave S by Tim Stone and seconded by Brent Behm.**

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

**2. Request of Buell Consulting, Inc. for a Conditional Use Permit for a Wireless Telecommunications Tower at 1700 1<sup>st</sup> Ave S**

Jim Haney recused himself.

**Motion to Open the Public Hearing made by Tim Stone and seconded by Brent Behm.**

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

City Attorney John Shockley outlined the parameters that are before the Planning Commission's review for decision making in regard to the request for a Conditional Use Permit and how the request only applies to existing Moorhead ordinances, not items that are under the jurisdiction of the FCC.

Staff briefed Commissioners on the request for a Conditional Use Permit for installation of an 85-foot telecommunications tower and associated equipment at 1700 1<sup>st</sup> Ave S. The history of this project included a previously approved similar Conditional Use Permit at this site that was not exercised/built. The Applicant's representative was present to answer questions on the request.

Staff recommends approval.

The following public comments were received:

1. J. Haney, Haney Photography at 1610 Main Avenue, submitted written and oral comments in opposition of the request.
2. C. Tefft, JC Chumley's Bar and Grill at 1608 Main Avenue, submitted written comments in opposition of the request.
3. M. Zhang at 1307 19 ½ St S, submitted a written comment related to the design/stealth of the tower but did not say whether or not they were in support or opposition of the request.

**Motion to Close the Public Hearing made by Tim Stone and seconded by Brent Behm.**

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

**Motion to Approve the Request for a Conditional Use Permit for Telecommunications Tower at 1700 1<sup>st</sup> Ave S by Tim Stone and seconded by Brent Behm.**

*Motion Passed: For: 4; Against: 1 (Hammer); Abstain: 1 (Haney) Absent: 1 (McKinstra)*

**VI. Other Business**

**1. 2021 Meeting Schedule**

Staff provided the 2021 meeting schedule for the committee’s review and approval.

**Motion to Approve 2021 Planning Commission Schedule by Tim Stone and seconded by Brent Behm.**

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

**VII. Reports / Information**

**1. 2020 Development Update**

These reports are provided semi-annually for the Commission’s information on approved building projects that do not come before them.

It was also noted that the Ward 4 Planning Commission representative, James McKinstra, has submitted his resignation. Interested Ward 4 residents can apply to serve on Boards and Commission by accessing the application on the city’s website.

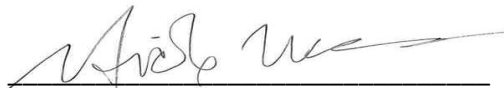
**VIII. Adjournment**

**Motion to Adjourn made by Tim Stone and seconded by Brent Behm at 5:57 pm.**

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

APPROVED BY:

ATTEST:



Nicole Mattson  
Chair



Robin Huston  
City Planner / Zoning Administrator

*Respectfully submitted by:*

*Kim Citrowske, Assistant City Planner*