

KINDRED PLANNING & ZONING COMMISSION MEETING MINUTES

Monday, June 12, 2023 | 6:30 pm | Kindred City Hall

MEETING CALLED TO ORDER AT 6:34 pm by Chair Kersting with Members Lammers, Ronningen (at 6:45 pm), Woller-Cornog present. Absent: None. Others present: Auditor Arnaud, Mark Erickson (via phone), Mark Ottis, Tyler Kilde, Trevor Zens, Codie Zahradka.

APPROVAL OF MEETING MINUTES

MOTION, passed – To approve meeting minutes of 05-08-2023 & 05-25-2023. Lammers moved, Woller-Cornog seconded. RCV (Roll Call Vote); MCU (Motion Carried Unanimously). Copy of [Special City Council Meeting Minutes for 05-08-2023](#).

PUBLIC HEARING FOR VARIANCE APPLICATION: Ground Coverage for New Storage Units at 110 7th Ave S by Four E Holdings
Chair Kersting opened the public hearing. Owner Mark Erickson (via phone) presented his [application](#) requesting a variance on the total ground coverage allowed by ordinance. General Commercial Ordinance Chapter 4-0506 allows a maximum 70% coverage excluding the setback areas. Erickson said the setback exclusion seems to be unique to Kindred ordinances and because the plans include a large area of impervious surface coverage for the gravel lot, he is requesting allowance to 102% coverage excluding the setback area (this is 78% coverage of the entire lot area). Erickson noted the driveway area on the west side is wider to accommodate trailers being backed into the larger west building units. Tyler Kilde of MLGC, who owns neighboring land, asked to verify the plans are now for lot access to this property from the north, which would be Linden St; correct, Erickson changed the plans from 7th Ave access after review from the Public Works Committee engineers; he stated he had no concerns with the request. Mark Ottis, another neighboring land owner, thanked Erickson for working through the variance process on this; noted that he has no concerns with the variance request and encouraged the board to consider the approval as Erickson's plans for the storage units would be a great addition, and fill a need, in the community. Arnaud noted that Erickson's updated civil site plan review is still pending from the Public Works Committee, as well as approval from the State Fire Marshal's office. Arnaud shared no other inquiries or concerns were received to City Hall prior to this meeting. No further comment from public, Chair Kersting closed the public hearing. **MOTION**, passed – To approve the Variance Application by Four E Holdings for Parcel 04-0350-00020-000 to increase the lot coverage from 70% excluding setback area, to 102% excluding setback area, contingent on State Fire Marshal and Civil Site Plan Review approval. Lammers moved, Woller-Cornog seconded. RCV, MCU.

ORDINANCES – Board reviewed the list of [zoning ordinances relating to the exclusion of yard requirements for ground coverage](#) that Arnaud put together. Discussion: Guest Trevor Zens works in landscape architecture and stated that often increased impervious surfaces can negatively affect storm water runoff, noting that the city is engineered to specifications to prevent negative run off concerns. Ottis noted that the new storm water management policy/ordinance can help regulate those issues as well; paved parking lots are nice to have and would encourage the City to try to be flexible with those developing. Chair Kersting said she would like to get feed back from Mike Blevins (Midwest Inspection Services) on the General and Highway Commercial zoning districts. Group discussion about yard grades and elevations, responsibility of verifying these before/after building projects are completed. No decisions were made at this time.

PLANNING – Arnaud shared that City Council agreed to proceed to become an Associate Member of the FM MetroCog organization and that they would like to further explore engagement with them to create an updated comprehensive plan. Arnaud will email the MetroCog meeting information to the board. Board also discussed an official [letter of support](#) from James Erickson, who owns land within the City's ½-mile ET jurisdiction and in the outer ½-mile that is currently under Normanna Township and Cass County jurisdiction. Erickson's request is that the City consider expanding the ET to the full 1-mile that NDCC allows. The board agreed that it would be best to table any expansion or changes to the ET boundaries until after engagement with MetroCog, or until more property owners come forward with the same request so that the changes are more cost effective.

PERMIT REPORT – Two new residential building permits issued for remodeling; one new fence permit pending.

BOARD MEMBER VACANCY & TERMS – There is still one board member vacancy remaining. Resident Codie Zahradka has been a member of the Kindred community for about 10 years and has a construction background; his interest in the position came up recently, however, he has chosen to rescind his interest to allow another interested party be considered. Resident Trevor Zens and his family moved to Kindred last fall after many years of trying to get into the community from Fargo. With four children, ages 1-7, chose Kindred for its sense of community. His background is in landscape architecture, with a focus in

research and design. **MOTION**, passed – To recommend appointment of Trevor Zens to P&Z Board for 5-year term. Ronningen moved, Lammers seconded. RCV, MCU. ET Board Member Woller-Cornog’s term is also expiring in July 2023. Anyone interested in the ET board member position must apply and be appointed by Cass County Commission. Woller-Cornog has already submitted the application. Cass County Commission will review applications and make the appointments at their upcoming June Commission meeting.

ADDITIONS – Mark Ottis thanked the new interested residents, Zens and Zahradka, for attending and getting involved in the community. Discussion about the board member vacancies for the Special Assessment Committee (contact City Hall or visit www.KindredND.com for more info). Further discussion about elevation certificate options that could help ensure properties are constructed to alleviate drainage issues.

ADJOURNMENT – **MOTION**, passed – To adjourn meeting at 7:43 pm. Ronningen moved, Lammers seconded. RCV, MCU.

(Minutes subject to council approval.) (Agenda deadline is noon Wednesday the week before the meeting.)

P&Z Chair Sue Kersting

Tabitha Arnaud, City Auditor

Date approved