

KINDRED PLANNING & ZONING COMMISSION MEETING MINUTES

Monday, July 10, 2023 | 6:30 pm | Kindred City Hall

MEETING CALLED TO ORDER AT 6:32 pm by Chair Kersting with Members Lammers, Ronningen, Zens present. Absent: Member Woller-Cornog. Others present: Auditor Arnaud, Mark Ottis, Joel Alm.

APPROVAL OF MEETING MINUTES

MOTION, passed – To approve meeting minutes of 06-12-2023. Lammers moved, Ronningen seconded. RCV (Roll Call Vote); MCU (Motion Carried Unanimously).

PUBLIC HEARING FOR FINAL PLAT: [Plains Addition by City of Kindred](#)

Chair Kersting opened the public hearing. The Plains Addition plat was completed by the City for properties on West Elm St, in preparation of the City purchasing about 1.5-acres of land adjacent to the current water reservoir. The additional land is being secured before any further development in this area, and is intended to be used for an expansion of the water reservoir to accommodate future needs. The City will also acquire a 10'-20' piece of land south of the residential properties on the 800 & 900 blocks of Elm St. This is intended to align with the alley right-of-way on the 700 block. Other properties owned by Mark Ottis, Cass Rural Water, and Cass County Electric Cooperative are included in the plat to help "clean up" the messy/lengthy legal descriptions, many of which still use the old Metes and Bounds system. The plat also properly dedicates an 80' right-of-way for Elm St, all the way to the west at 164th Ave SE, to the City. Arnaud shared no other inquiries or concerns were received to City Hall prior to this meeting. With no further comment from the public, Chair Kersting closed the public hearing.

MOTION, passed – To approve the Final Plat of Plains Addition. Ronningen moved, Zens seconded. RCV, MCU.

ORDINANCES – No new updates at this time.

PLANNING – No new updates at this time.

[PERMIT REPORT](#) – One new residential accessory structure building permit issued; one new commercial foundation only permit is pending. Discussed pending fence permit application where property owner wants to install the fence over a utility easement. Owner is fully aware of the easement location and accepting to any damage/liability should the fence be damaged or need to be removed if utility work needs to be completed.

BOARD MEMBER VACANCY & TERMS – Official welcome to Trevor Zens after his appointment to the board by City Council on 07-05-2023. His 5-year term will expire July 2028. ET Board Member Woller-Cornog was [re-appointed by Cass County Commission](#) on 06-19-2023 and her new 5-year term will also expire July 2023. Congrats Trevor and Christina!

ADDITIONS – Arnaud shared there will be a Public Information meeting on July 24, 2023 at 7pm at City Hall for Newport Ridge Phase 5 (the proposed final build out) and additional street improvements to Newport Parkway and Sheyenne St/53rd St E. Member Lammers shared that there will likely be an upcoming plat for land currently within the northeast area of the City's ET jurisdiction; landowner is considering about 12 one-acre lots for single-family residential use.

ADJOURNMENT – **MOTION**, passed – To adjourn meeting at 6:58 pm. Lammers moved, Ronningen 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