

## **KINDRED PLANNING & ZONING COMMISSION MEETING MINUTES**

**Thursday, October 12, 2023 | 6:30 pm | Kindred City Hall**

**MEETING CALLED TO ORDER AT 6:31 pm** by Chair Kersting with Members Ronningen, Woller, and Zens present. Absent: Lammers. Others present: Auditor Arnaud, Council Member Julie Johnson, Mark Ottis, Mark Erickson, Nate Opgrand, Andy Nudell, Darwin Savre.

### **APPROVAL OF MEETING MINUTES**

**MOTION**, passed – To approve meeting minutes of [09-11-2023](#). Ronningen moved, Zens seconded. RCV (Roll Call Vote); MCU (Motion Carried Unanimously).

### **NEW BUSINESS**

#### **[Public Hearing - Variance Application for Viking Homes LLC for 5390 165th Ave SE:](#)**

Chair Kersting opened the public hearing. Nate Opgrand presented his request for a variance on ordinance Chapter 4-0601 regarding off-street parking surfaces at his Korner Plaza property. Ordinance requires a “durable dust-free surface such as asphalt or concrete” and he would like to use crushed concrete for the parking areas and loading berths. Opgrand shared the area around the building and handicap spaces will be concrete, as well as areas around the fuel pumps/tanks as state fuel laws require. The crushed concrete will be used in the shaded areas on the site plan provided. He noted utilizing recycled material is good for the environment and an economical choice considering all the start up costs. Member Zens stated that crushed concrete is a suitable surface in his experience, snow removal should not pull up much debris when packed/cleared properly, and dust-control applications can be used to mitigate dry conditions. Discussion on temporary use versus long-term solution. Guest Mark Ottis shared that temporary use of crushed concrete surfaces would be preferred; Opgrand’s investment will create a lot of traffic and benefit the community; consider long-term planning and potential future requests and how that could impact all areas of the community. CM Julie Johnson shared that City Council recently allowed a daycare property to use crushed concrete temporarily in the City boulevard for parking spaces, with the plan that it would only remain over this winter and the owner would concrete the area next spring when weather permits. Members discussed supporting the temporary use of crushed concrete and what would be an acceptable time frame. Hearing no further comment, Chair Kersting closed the public hearing. **MOTION**, passed – To approve the Viking Homes variance request allowing use of crushed concrete for parking areas and loading berths for a temporary 10-year period, ensuring that state codes are followed for concrete requirements. Ronningen moved, Zens seconded. RCV, MCU.

#### **[Public Hearing - Variance Application for Express Lane for 220 1st Ave S:](#)**

Chair Kersting opened the public hearing. Owner Jason Gette was not able to be present. The application is requesting variances to install a new 64’x26’ fuel canopy at the gas station. During a civil site review of the project, it was determined that the new larger canopy would not meet the setback, height, and ground coverage requires under the accessory structure ordinance Chapter 4-0610. Gette’s property is a bit unique as the parcel itself is quite small and a corner lot that requires larger than usual setbacks. The accessory structure requests are as follows: ground coverage maximum of 1400 sq ft to 1664 sq ft, height maximum of 16 ft to 20 ft, front/east setback reduced from 50 ft to 17 ft, and side/north set back reduced from 10 ft to 6 ft. Hearing no further comment, Chair Kersting closed the public hearing. **MOTION**, passed – To approve the Express Lane variance request as presented. Woller moved, Zens seconded. RCV, MCU.

### **OLD BUSINESS**

#### **[Moving Building Permit Application - Darwin Savre and Schmidt & Sons Inc; New Accessory Structure at 920 Elm St:](#)**

Since the public hearing and meeting on [7/31/2023](#), Mr. Savre had a chance to review the property lines further and provided an [updated site plan](#). He indicated that he measured from the new property pins/stakes placed by the City with a recent land survey and poured additional concrete to extend the existing slab for the new garage. The garage will be placed about 10 ft from the rear/south property line and 21 ft from the side/east property line which abuts the 9<sup>th</sup> Ave S right-of-way. **MOTION**, passed – To approve Moving Building Permit Application for Darwin Savre and Schimdt & Sons Inc. Ronningen moved, Zens seconded. RCV, MCU. Auditor Arnaud said City Council was open to scheduling a special meeting to review the application prior to the 11/1/2023 meeting, but a date has not yet been determined.

**ORDINANCES**

City Engineer Brandon Oye provided some recommended [ordinance updates as they relate to right-of-way widths](#) at the October City Council meeting. These are Chapter 4 ordinances so will need to start the revision process with P&Z. Discussed new proposed widths, how those would affect existing rights-of-way, and whether any language should be included to protect those existing property owners from future changes. Arnaud noted that the intent of these new proposed widths is for future platting and developments, but will verify with engineers/attorney and ask if additional “grandfather” language should be included. Discussed identifying any other Chapter 4 revisions, the hearing/meeting process can combine multiple items together so long as it is the same Chapter. Will hold on publishing hearing for revisions until December meeting. Board also discussed working to identify definitions for shop condo type structures and considering where they may fit into the community best.

**PLANNING**

Member Zens contacted NDSU Landscape Architecture department to see if they had an interest in assisting with a new comprehensive or master plan. This department also helped the City review the Plan 2020 in 2012. They just responded today with potential interest and asked for more information; will follow up.

**PERMIT REPORT**

Three new building permits issued residential remodel and decks. Pending commercial permit for Viking Homes received approval on all reviews as was formally issued 10/3/23.

**ADDITIONS**

Discussed requests to add lighting to the bike path along CR15 from Sheyenne St to ND46, economic development groups, RRVW received funding for railroad improvements which could be good timing for Kindred to consider collaborating on a “quiet zone”; MDU is continuing progress on the natural gas expansion project and representatives may be attending the November City Council meeting to provide an update, should consider contacting rural subdivision residents to share that information in case they’d be interested in attending that meeting.

**ADJOURNMENT – MOTION, passed – To adjourn meeting at 7:44 pm. Ronningen moved, Woller seconded. RCV, MCU.**

*(Minutes subject to board approval. Agenda deadline is noon Monday the week before the meeting.)*

\_\_\_\_\_  
Sue Kersting, Chair

\_\_\_\_\_  
Tabitha Arnaud, City Auditor

\_\_\_\_\_  
Date approved